

Regular School Board Meeting

Monday, February 28, 2022 7:00 PM

Conference Room 1148 MS/HS, 1401 7th St SW, Pipestone, MN 56164

1. **Call to Order**

2. **Pledge of Allegiance**

3. **Approval of Agenda**

4. **Public Forum**

5. **Presentation**

6. **Consent Agenda**

6.1. Approve Minutes of the Regular School Board Meeting of January 24, 2022

6.2. Approve Minutes of the Work Session Meeting of January 24, 2022

6.3. Approval of Contracts and/or Work Agreements

6.3.1. Jolene Hofmeyer, Long-Term Teacher Sub

6.3.2. Daniel Moffitt, Maintenance & Grounds Assistant

6.3.3. Nicklolas Freeman, Night Custodian

6.3.4. Dakota English, Night Custodian

6.3.5. Dawson Dahms, Part-Time Custodian

6.3.6. Troy Bouman, Head Softball

6.3.7. Robert Petersen, Assistant Softball

6.3.8. Jennifer Evans, B-Squad Softball

6.3.9. Alli Mead, Jr High Softball

6.3.10. Danny Moffit, Assistant Baseball

6.3.11. Colin Hoppe, Head Boys Tennis

6.3.12. James Skyberg, Assistant Boys Tennis

6.3.13. Todd Texley, Assistant Track

6.3.14. Cole Maly, Jr High Track

6.3.15. Jake Evans, Jr High Track

6.4. Approval of 6th Assignment for Travis Dethlefs, Digital Electronics

6.5. Approval of Gifts to the School

- 6.5.1. Arrow Booster Club, Donation of \$2,319.80 for Football Headsets
- 6.5.2. Arrow Booster Club, Donation of \$1,569.00 for Bulgarian Bags for Wrestling
- 6.5.3. Arrow Booster Club, Donation of \$154.53 for Hotel Room for Theresa Stangle for State Football
- 6.5.4. Arrow Booster Club, Donation of \$196.50 for Hotel Rooms for Girls Tennis
- 6.5.5. Christ the King Lutheran Church, Donation of \$100.00 to the Wellness Room
- 6.5.6. First Bank and Trust, Donation of \$100.00 to Elementary PBIS
- 6.5.7. Jasper Evangelical Lutheran Church, Donation of \$185.00 to the Wellness Room
- 6.5.8. Mark Morgan, DDS., Donation of \$50.00 to Elementary PBIS
- 6.6. Letter of Resignation from Evelyn Klein, Special Education Teacher
- 6.7. Letter of Resignation from Kate Legler, Library Paraprofessional
- 6.8. Approve New Subs to the District
- 6.9. Approve Spring Sports Volunteers

7. Financials

- 7.1. Review Elementary Building Budget Year-to-Date
 - 7.1.1. Review New Elementary Building Bills
 - 7.1.2. Approve Treasurer's Report for Elementary Building Bond
- 7.2. Review of Budget Year-to-Date
- 7.3. Approve Treasurer's Report for January
- 7.4. Approve Regular Bills for February
- 7.5. Approve High School Activity Bills for February

8. Board Forum/Information

- 8.1. Board Reports and Updates

9. Administrator's Report

- 9.1. Superintendent's Board Report - Enrollment
- 9.2. Principal's Board Report
- 9.3. Director of Curriculum, Teaching, and Learning Board Report

10. Discussion Items

- 10.1. Use of Funds from Sale of Brown and Hill Properties

11. Board Action

11.1. Approve Policies 102 - Equal Educational Opportunity; 103 - Complaints - Students, Employees, Parents, Other Persons; 201 - Legal Status of the School Board; 202 - School Board Officers; 204 - School Board Meeting Minutes; 207 - Public Hearings; 208 - Development, Adoption, and Implementation of Policies; 209 - Code of Ethics; 210 - Conflict of Interest - School Board Members; 212 - School Board Member Development; 301 - School District Administration; 302 - Superintendent; 407 - Employee Right to Know - Exposure to Hazardous Substances; 408 - Subpoena of a School District Employee; 412 - Expense Reimbursement; 420 - Students and Employees with Sexually Transmitted Infections and Diseases and Certain Other Communicable Diseases and Infectious Conditions; 422 - Policies Incorporated by Reference; 520 - Student Surveys; 751 - Internal Control

11.2. FY22 Budget Amendment

11.3. Approve Achievement and Integration Plan and FY23 Budget

11.4. Elementary Playground Proposal

12. Adjournment

Minutes of the Regular School Board Meeting

Pipestone Area Schools

A Regular School Board Meeting of the Board of Trustees of Pipestone Area Schools was held Monday, January 24, 2022 beginning at 7:00 PM in Conference Room 1148 at the MS/HS.

Members Present: Chairman Jeff Baatz; Directors Katie Wiese, Amy Nelson, Randy Erdman, and Lance Oye. Absent – Brad Carson and Chrissy DeBates. Also present – Ex-Officio Kevin Enerson, Jacque Kennedy, Melany Wellnitz, Cory Strasser, Toni Baartman, and Deb Peschon.

Visitors Present: Jody Wacker, Kyle Kuphal, Jamie Fenicle, and Sharon Wolff.

Call to Order: Chairman Baatz called the meeting to order at 7:00 PM

Pledge of Allegiance

Approval of Agenda

Additions:

Judy Vinson, Night Custodian

Letter of Resignation from Robin Leslie, Building and Grounds Custodian

Elementary Playground and Recreation Area

Motion by Oye, second by Erdman, approved the agenda as presented. Motion carried unanimously.

Public Forum: None

Presentation: None

Consent Agenda

Approve Minutes of the Regular School Board Meeting of December 20, 2021:

Approve Minutes of the School Board Organizational Meeting of January 3, 2022:

Approval of Contracts and/or Work Agreements:

Daniel Bettin, Title Teacher

Lindsey Faaborg, School Nurse

Michaela Pierson, Paraprofessional

Carter Holt, Part-Time Custodian

Katie Smith, Part-Time Custodian

Marlys Viland, Long-Term Teacher Sub

Kristin Brockberg, Long-Term Teacher Sub

Peyten Elbers, Long-Term Teacher Sub

Judy Vinson, Night Custodian

Approval of Gifts to the School:

Christ the King Lutheran Church, Donation of \$100 to the Wellness Room

Julie Manzey, Donation of \$500 to Softball Program

New Subs to the District: Katrina Hart and Peyton Elbers, Teacher sub

Letter of Resignation from Jenny Swanson, Paraprofessional:

Letter of Resignation from Matthew Derby, Night Custodian:

Letter of Resignation from Mark Schumann, Night Custodian:

Retirement Letter from Gene Bloemendaal, Night Custodian:

Paraprofessional Termination:

Letter of Resignation from Robin Leslie, Building and Grounds Custodian:

Chairman Baatz thanked the businesses and individual for their generous gift to the school. He also thanked staff resigning or retiring for their years of service to the district. Motion by Erdman, second by Wiese, approved all items in the Consent Agenda. Motion carried unanimously.

Financials

Review Elementary Building Budget Year-to-Date: The elementary building budget year-to-date shows expenditures as of January 11, 2022 at \$28,888,047.82. This was non-action.

Review New Elementary Building Bills: New elementary building bills paid through January 19, 2022 totaled \$595,999.93. These bills are for review only and are included in the regular monthly bills.

Approve Treasurer's Report for Elementary Building Bond: The treasurer's report on the elementary building bond for month ended December 31, 2021 shows a cash balance of \$1,152,575.71. Motion by Erdman, second by Wiese, approved the treasurer's report. Motion carried unanimously.

Review of Budget Year-to-Date: The budget year-to-date shows expenditures as of January 19, 2022 at \$7,582,499.54 or 50%. This is non-action.

Approve Treasurer's Report for December: The treasurer's report for month ended December 31, 2021 has a cash balance of \$7,985,916.21. Motion by Erdman, second by Oye, approved the treasurer's report. Motion carried unanimously.

Approve Regular Bills for January: Bills paid through January 18, 2022 totaled \$1,225,782.51. Motion by Wiese, second by Nelson, approved payment of the regular monthly bills. Motion carried unanimously.

Approve High School Activity Bills for January: High School Activity bills paid through January 17, 2022 totaled \$24,346.54. Motion by Oye, second by Wiese, approved payment of the high school activity bills. Motion carried unanimously.

Board Forum/Information

Board Reports and Updates: Wiese and Erdman reported on the MSBA Conference.

Administrator's Report:

Superintendent's Board Report - Enrollment, MSBA Conference, Paraprofessional Week: January enrollment is 1112. The auction for the elementary properties will be January 28 at 10:00 a.m. This is Paraprofessional Recognition Week and Enerson thanked the paraprofessionals for the support they provide in our schools.

Principal's Board Report: Strasser reported the transitioning into 3rd quarter. He also thanked the paraprofessionals in the district for the work they do. February 10 is 9th Grade Commitment of Graduation. Strasser will be at the MN Principals Association Winter Conference later in the week.

Director of Curriculum, Teaching, and Learning Board Report: Wellnitz reported the FAST testing window was extended, the quarter 2 parent communication survey went out, and our Cohort 3 Instructional Coaches completed their training.

Discussion Items

Library Matter: After the December School Board Meeting a letter was sent to the City and Library Board in regard to termination of the Public Library Agreement, and negotiating a new contract. As of now, Enerson has not heard anything for the City yet and hopes they reach out soon. Baatz stated if we don't hear soon that we should reach out to them because we want to keep this moving along.

Board Action

Elementary Playground and Recreation Area: The Facility Steering Committee met in December to review the price estimates regarding playground equipment, two ball fields, multifunctional field, and tree planting. They felt these were reasonable things to pursue. Motion by Erdman, second by Wiese to proceed with soliciting hard costs on the two fields and the ordering of the trees. Motion carried unanimously.

Adjournment

Motion by Wiese, second by Nelson, to adjourn the meeting at 7:31 PM. Motion carried unanimously.

/s/ Jeff Baatz
Jeff Baatz, Chairman

/s/ Katie Wiese
Katie Wiese, Clerk

Approved and dated by the board February 28, 2022.
Submitted, Deb Peschon

ISD #2689 School Board

January 24, 2022

SUMMARY OF MINUTES OF THE REGULAR SCHOOL BOARD MEETING OF INDEPENDENT SCHOOL DISTRICT #2689, PIPESTONE COUNTY, PIPESTONE, MINNESOTA

A regular meeting of the School Board, ISD #2689, was held in Conference Room 1148 at the MS/HS on January 24, 2022 at 7:00 p.m. The following members were present: Jeff Baatz, Katie Wiese, Amy Nelson, Randy Erdman, and Lance Oye. Absent – Brad Carson and Chrissy DeBates. Also present: Ex-Officio Kevin Enerson; Jacque Kennedy, Melany Wellnitz, Cory Strasser, Toni Baartman, Deb Peschon, Kyle Kuphal, Jody Wacker, Jamie Fenicle, and Sharon Wolff.

Chairman Baatz called the meeting to order. The Pledge of Allegiance was recited. Motion by second by Oye, second by Erdman, approved the agenda as presented. Motion carried unanimously. There were no visitors or presentations. Motion by Erdman, second by Wiese, approved all items in the Consent Agenda. Motion carried unanimously. Items approved were minutes of the regular school board meeting of December 20, 2021; minutes of the school board organizational meeting of January 3, 2022; contracts and/or work agreements Daniel Bettin, Title Teacher; Lindsey Faaborg, School Nurse; Michaela Pierson, Paraprofessional; Carter Holt, Part-Time Custodian; Katie Smith, Part-Time Custodian; Marlys Viland, Long-Term Teacher Sub; Kristin Brockberg, Long-Term Teacher Sub; Peyton Elbers, Long-Term Teacher Sub; Judy Vinson, Night Custodian; approval of gifts from Christ the King Lutheran Church, \$100 to the Wellness Room, and Julie Manzey, \$500 to the Softball Program; new subs to the district, Katrina Hart and Peyton Elbers, teacher sub; letters of resignation from Jenny Swanson, Matthew Derby, Mark Schumann, Robin Leslie, and Gene Bloemendaal, and termination of a paraprofessional.

Financials - The elementary building budget year-to-date shows expenditures as of January 11, 2022 at \$28,888,047.82. This was non-action. New elementary building bills paid through January 19, 2022 totaled \$595,999.93. These bills are for review only and are included in the regular monthly bills. The treasurer's report on the elementary building bond for month ended December 31, 2021 shows a cash balance of \$1,152,575.71. Motion by Erdman, second by Wiese, approved the treasurer's report. Motion carried unanimously. The budget year-to-date shows expenditures as of January 19, 2022 at \$7,582,499.54 or 50%. This is non-action. The treasurer's report for month ended December 31, 2021 has a cash balance of \$7,985,916.21. Motion by Erdman, second by Oye, approved the treasurer's report. Motion carried unanimously. Bills paid through January 18, 2022 totaled \$1,225,782.51. Motion by Wiese, second by Nelson, approved payment of the regular monthly bills. Motion carried unanimously. High School Activity bills paid through January 17, 2022 totaled \$24,346.54. Motion by Oye, second by Wiese, approved payment of the high school activity bills. Motion carried unanimously. Board and administrative reports were given. January enrollment is 1112.

Discussion - After the December School Board Meeting a letter was sent to the City and Library Board in regard to termination of the Public Library Agreement, and negotiating a new contract. As of now, Enerson has not heard anything for the City yet and hopes they reach out soon. Baatz stated if we don't hear soon that we should reach out to them because we want to keep this moving along.

Board Action - The Facility Steering Committee met in December to review the price estimates regarding playground equipment, two ball fields, multifunctional field, and tree planting. They felt these were reasonable things to pursue. Motion by Erdman, second by Wiese to proceed with soliciting hard costs on the two fields and the ordering of the trees. Motion carried unanimously.

Motion by Wiese, second by Nelson, to adjourn the meeting at 7:31. Motion carried unanimously.

Dated: January 24, 2022. Approved and dated by the Board February 28, 2022.

Attest: Deb Peschon, Recording Secretary

A full text of the minutes is available for public inspection in the District Office of Pipestone Area Schools or by mail.

Minutes of Work Session Meeting Pipestone Area Schools

A Work Session Meeting of the Board of Trustees of Pipestone Area Schools was held Monday, January 24, 2022 beginning at 7:20PM in the Conference Room 1148 at the MS/HS.

Members Present: Chairman Jeff Baatz; Directors Katie Wiese, Amy Nelson, Randy Erdman, and Lance Oye. Absent – Brad Carson and Chrissy DeBates. Also present – Ex-Officio Kevin Enerson, Melany Wellnitz, Cory Strasser, Toni Baartman, and Deb Peschon.

Visitors Present: Kyle Kuphal

Call to Order: Chairman Baatz called the meeting to order at 7:40PM.

Approval of Agenda: Motion by Wiese, second by Oye, approved the agenda as presented. Motion carried unanimously.

Data Review of 2021 MCA Results: Wellnitz reported the 2021 MCA results.

Report on Goals Progress: Enerson reported on the goals that have been achieved or partially achieved. Rounding was implemented this past fall which is part of the School Climate goal, the employee handbook was created, communication expectations are completed, PBIS and SEL Programs were implemented along with Pathways K-5, Second Step Middle School, and Character Strong High School. Improved communication strategies are partially complete with bringing on Social School4Edu and considering Apptegy for a website/communications tool.

Goals Update: No directives or changes were given by the board.

Adjournment

Motion by Nelson, second by Erdman, to adjourn the meeting at 9:17PM. Motion carried unanimously.

/s/ Jeff Baatz
Jeff Baatz, Chairman

/s/ Katie Wiese
Katie Wiese, Clerk

Approved and dated by the board February 28, 2022.
Submitted, Deb Peschon

ISD #2689 School Board
January 24, 2022
SUMMARY OF MINUTES OF THE WORK SESSION MEETING OF INDEPENDENT SCHOOL
DISTRICT #2689, PIPESTONE COUNTY, PIPESTONE, MINNESOTA

A Work Session Meeting of the School Board, ISD #2689, was held in Conference Room 1148 at the MS/HS on January 24, 2022 at 7:20 p.m. The following members were present: Jeff Baatz, Katie Wiese, Amy Nelson, Randy Erdman, and Lance Oye. Absent – Brad Carson and Chrissy DeBates. Also present: Ex-Officio Kevin Enerson; Melany Wellnitz, Cory Strasser, Toni Baartman, Deb Peschon, and Kyle Kuphal. Chairman Baatz called the meeting to order at 7:40 p.m. Motion by Wiese, second by Oye, approved the agenda as presented. Motion carried unanimously. Wellnitz reported the 2021 MCA results. Enerson reported on the goals that have been achieved or partially achieved. Rounding was implemented this past fall which is part of the School Climate goal, the employee handbook was created, communication expectations are completed, PBIS and SEL Programs were implemented along with Pathways K-5, Second Step Middle School, and Character Strong High School. Improved communication strategies are partially complete with bringing on Social School4Edu and considering Apptegy for a website/communications tool. No directives or changes were given by the board in regards to goal updates.

Motion by Nelson, second by Erdman, to adjourn the meeting at 9:17PM. Motion carried unanimously.

Dated: January 24, 2022. Approved and dated by the Board February 28, 2022.

Attest: Deb Peschon, Recording Secretary

A full text of the minutes is available for public inspection in the District Office of Pipestone Area Schools or by mail.

Independent School District No. 2689
Pipestone, Minnesota 56164

Date 2-11-22

29418

Received of Athletic Booster Club

Amount \$ 2319.80

For Football Head sets Donation

Code								Amount	Description
								2319.80	check

Signed [Signature]

Independent School District No. 2689
Pipestone, Minnesota 56164

Date 2-11-22

29419

Received of Arrow Booster Club

Amount \$ 1569-

For Bulgarian Bags for Wrestling Donation

Code								Amount	Description
								1569-	check

Signed [Signature]

Independent School District No. 2689
Pipestone, Minnesota 56164

Date 2-11-22

29421

Received of Arrow Booster Club

Amount \$ 154.53

For Donation - hotel Room for Theresa Stangie - State FB

Code								Amount	Description
								154.53	check

Signed [Signature]

Independent School District No. 2689
Pipestone, Minnesota 56164

Date 2-11-22

29420

Received of Arrow Booster Club

Amount \$ 196.50

For Donation - Motel Rooms for Girls Tennis

Code								Amount	Description
								196.50	check

Signed [Signature]

ARROW BOOSTER CLUB

PO BOX 431
PIPESTONE, MN 56164

1511

78-844/914

2/8/22

Date

CHECK ARMOR
78-844/914

Pay to the
Order of

PAS

\$ 4,239.83

Four thousand, two hundred, thirty-nine & 83/100

Dollars



Photo
Safe
Deposit
Details on back



P.O. Box 190
Pipestone, MN 56164
(507) 825-3344

For 2021-2022 Invoices

Jamie Paul

MP

⑆091408446⑆

348269⑆ 01511

Independent School District No. 2689
Pipestone, Minnesota 56164

Date 2-4-22

29399

Received of Christ the King Lutheran Church Amount \$ 100-

For Donation to Wellness Room

Code							Amount	Description
							100-	check

Signed [Signature]

THIS CHECK IS VOID WITHOUT THE SAFETY FEATURES LISTED ON THE BACK

Apply to account: **CTK - - CHRIST THE KING LUTHERAN CHURCH**

27012225493

CHRIST THE KING LUTHERAN CHURCH
PO BOX 682
PIPESTONE, MN 56164-2227

78-844
0914

DATE
01/27/2022

0006601740

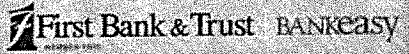
First Bank Trust
P.O. Box 5057
Brookings SD 57006-5057

AMOUNT

PAY **(ONE HUNDRED DOLLARS AND NO/100)**

TO THE ORDER OF **PAS WELLNESS ROOM**

****\$100.00**



Signature on File -
account holder has pre-approved this check
Void After 90 Days

⑈0006601740⑈ ⑆091408446⑆ 115887⑈

Independent School District No. 2689
Pipestone, Minnesota 56164

Date 2-4-22

29398

Received of [Redacted] First Bank & Trust Amount \$ 100-

For Donation to Elementary PBIS

Code								Amount	Description
								100-	check

Signed DP

THE REVERSE SIDE OF THIS DOCUMENT INCLUDES MICROPRINTED ENDORSEMENT LINES AND ARTIFICIAL WATERMARK. HOLD AT AN ANGLE TO VIEW.

FISHBACK FINANCIAL CORPORATION | FIRST BANK & TRUST

111054



Accounts Payable
PO Box 5057
Brookings, SD 57006
605.696.2200

-

DATE AMOUNT
01/26/2022 \$*****100.00*

PAY One hundred and xx / 100 Dollars

TO THE ORDER OF:

PIPESTONE AREA SCHOOLS
1401 7TH ST SW
PIPESTONE, MN 56164-1877 US

M Capel



⑈ 111054 ⑈ ⑆ 0914084461 ⑆ 1100124056 ⑈

Date 2-17-22

Received of Jasper Evangelical Lutheran Amount \$ 185-
 For Donation to Wellness Room

Code							Amount	Description
							185-	check

Signed [Signature]

Enclosed is a donation to the Pipestone Schools Wellness Room. At Jasper Evangelical Lutheran Church we have an offering called "Coins for Cause". The coins or money received from this offering is given to organizations in the community. Thank you for supporting the students thru the Wellness Room!

Jasper ELC

THIS CHECK IS VOID WITHOUT A COLORED BORDER AND BACKGROUND PLUS A KNIGHT & FINGERPRINT WATERMARK ON THE BACK - HOLD AT ANGLE TO VIEW

VOID VOID VOID
 PeoplesBank

Bank Money Order
 Date: 2/08/22
 Branch: 0007
 095960

REMITTER JASPER EVANGELICAL LUTHERAN CHURCH
 PAY TO THE ORDER OF EXACTLY **185 AND 00/100 DOLLARS
 PIPESTONE AREA SCHOOLS-WELLNESS ROOM
 PIPESTONE MN 56164

\$185.00

[Signature]
 THE PURCHASE OF AN INDEMNITY BOND WILL BE REQUIRED BEFORE ANY BANK MONEY ORDER OF THIS BANK WILL BE REPLACED OR REFUNDED IN THE EVENT IT IS LOST, MISPLACED, OR STOLEN.

Independent School District No. 2689
Pipestone, Minnesota 56164

29440

Date 2-17-22

Received of Mark Morgan DDS Amount \$ 50 -

For Donation to Elementary PBIS

Code							Amount	Description
							50-	check

Signed MP

7374



MARK T. MORGAN, D.D.S.
BUSINESS ACCOUNT 2
P.O. BOX 709
PIPESTONE, MN 56164-0709



P.O. Box 190
Pipestone, MN 56164
(507) 825-3344

78-844/914



2/12/2022

PAY TO THE ORDER OF Pipestone Elementary School

\$ **50.00

Fifty and 00/100***** DOLLARS

Pipestone Elementary School
1401 7th St. SW
Pipestone, MN 56164



Mark Morgan
AUTHORIZED SIGNATURE

MEMO

⑈007374⑈ ⑆091408446⑆ 123852⑈

New Subs to the District (February)

Jolene Hofmeyer – Teacher Sub

Melissa Post – Teacher Sub

Whitney Carpenter – Teacher/Para Sub

Carl Kulm – Para Sub

Spring 2022 Activities Volunteers

Cole Lueck – Baseball

Brandan Alfson - Baseball

Jennings Wallace – Track

Kraus-Anderson						
Funding						
Description					2/10/2022	Balance
Project Funds Available			\$28,281,962.19			Per Piper Jaffray
Project Bond Interest Earnings			\$550,000.00			Projection
Total Available			\$28,831,962.19			
					2/10/2022	
Construction Cost Budget				Budget	Expenditures	Balance
Current Construction Value(Subcontracts)			\$21,421,986.94	(\$21,240,155.60)		\$181,831.34
Project General Conditions&Reimbursables			\$490,547.71	(\$490,547.71)		\$0.00
Kraus Anderson Site Services			\$1,218,993.50	(\$1,218,993.50)		\$0.00
Construction Contingency			\$0.00	\$0.00		\$0.00
Kraus Anderson Construction Management Fee			\$475,345.82	(\$475,345.82)		\$0.00
HDI Hand Railing			\$26,437.07	(\$26,437.07)		\$0.00
Total Construction Budget			\$23,633,311.04	(\$23,451,479.70)		\$181,831.34
Soft Cost Budget				Budget	Expenditures	Balance
A/E Fees(ISG)including 7% of Construction Contingency			\$1,802,522.47	(\$1,802,522.47)		\$0.00
A/E Additional Services(Added Scope Design)\$20,000 included in line above			\$156,199.78	(\$156,199.78)		\$0.00
A/E Contingency Budget			\$20,536.00	(\$20,536.00)		\$0.00
Building Permit Plan Review			\$111,253.00	(\$111,225.59)		\$27.41
SAC/WAC Costs			\$0.00	\$0.00		\$0.00
Geotechnical Survey Report			\$11,810.00	(\$11,810.00)		\$0.00
Special Inspections Testing			\$79,243.00	(\$43,571.76)		\$35,671.24
Commissioning/Test and Balance			\$25,400.00	(\$11,237.49)		\$14,162.51
Plans Production/Distribution			\$10,000.00	(\$1,147.50)		\$8,852.50
Total Soft Cost Budget			\$2,216,964.25	(\$2,158,250.59)		\$58,713.66
Owner Cost Budget				Budget	Expenditures	Balance
Telecommunications Tower Removal			\$9,825.00	(\$9,425.80)		\$399.20
Initial Surveying(Set Controls and Benchmarks)			\$5,000.00	(\$1,800.00)		\$3,200.00
Loan expenses or bonding costs			\$106,956.50	(\$73,456.50)		\$33,500.00
Furniture Fixtures and Equipment			\$1,036,344.54	(\$1,036,344.54)		\$0.00
Technology Equipment			\$1,034,329.86	(\$889,382.42)		\$144,947.44
Decommission Hill and Brown Schools			\$625,000.00	(\$594,803.39)		\$30,196.61
Legal Fees			\$40,000.00	(\$33,423.00)		\$6,577.00
Mis Owner Expense			\$105,000.00	(\$46,611.85)		\$58,388.15
Builders Risk Insurance			\$19,231.00	(\$19,231.00)		\$0.00
Total Owner Cost Budget			\$2,981,686.90	(\$2,704,478.50)		\$277,208.40
Total Project Costs				\$28,831,962.19	(\$28,314,208.79)	\$517,753.40
UFARS	Fund 01			310,370.00		
UFARS	Fund 02			300,558.00		
UFARS	Fund 06			28,314,208.79		
				28,925,136.79		

Pipestone Area Schools ISD #2689

Voucher Detail Report by Voucher Number

Batch	Vo	St Ty	Description	SKU Code	PO No	Loc	L	Fd	Org	Pro	Crs	Fin	O/S	Prd	Dist %	Units	Rate	Disc %	Amount		
1	6836		Midwest Alarm					01/21/2022		297208											
	91048		Technology Equipment																		
		P I	Technology Equipment			101	E	06	005	870	000	000	555	202207	100.00%	1.00	3,410.14	100.00%	3,410.14		
																			Voucher Total	3,410.14	
1	01414		BUILDERS SUPPLY COMPANY					02/02/2022		02/02/2022											
	91127		Build Acq/Construct																		
		P I	Build Acq/Construct			101	E	06	005	870	000	000	520	202208	100.00%	1.00	20,184.71	100.00%	20,184.71		
																				Voucher Total	20,184.71
1	9934		FOSS COMMUNICATIONS INC					02/02/2022		12915											
	91136		Technology Equipment																		
		P I	Technology Equipment			101	E	06	005	870	000	000	555	202208	100.00%	1.00	4,850.00	100.00%	4,850.00		
																				Voucher Total	4,850.00
1	9187		AGC NETWORKS, INC		17629			02/02/2022		9500023254											
	91138																				
		P I	NEW PHONES FOR OFFICE STAFF IN NE' MP			101	E	06	005	870	000	000	555	202208	100.00%	1.00	6,968.48	100.00%	6,968.48		
			Freight			101	E	06	005	870	000	000	555	202208	100.00%	1.00	99.39	100.00%	99.39		
																				Voucher Total	7,067.87
1	6836		Midwest Alarm					02/10/2022		300312											
	91208		Technology Equipment																		
		P I	Technology Equipment			101	E	06	005	870	000	000	555	202208	100.00%	1.00	518.75	100.00%	518.75		
																				Voucher Total	518.75
																				Report Total	36,031.47

INDEPENDENT SCHOOL DISTRICT NO. 2689							
PIPESTONE AREA SCHOOLS							
ELEMENTARY SCHOOL BUILDING BONDS							
FOR THE MONTH ENDED JANUARY 31, 2022							
		CASH BALANCE			CASH BALANCE		CASH BALANCE
	FUND	BEGINNING			END OF		END OF
FUNDS	NUMBER	OF MONTH	NET CASH ACTIVITY		MONTH	ADJUSTMENTS	MONTH FY22
ELEMENTARY SCHOOL BOND	06	\$1,152,575.71	(\$594,935.91)		\$557,639.80		\$557,639.80
TOTAL		\$1,152,575.71	(\$594,935.91)		\$557,639.80	\$0.00	\$557,639.80
RECONCILEMENT OF TREASURE'S BALANCE WITH BANKS							
		CURRENT	BALANCE			OTHER	BALANCE PER
DESCRIPTION	ACCOUNT	RATE OF	PER BANK	OUTSTANDING	OUTSTANDING	RECONCILING	TREASURER'S
	NUMBER	INTEREST	STATEMENT	CHECKS	DEPOSITS	ITEMS	BOOKS
MNTRUST		0.01%	\$557,639.80	\$0.00	\$0.00	\$0.00	\$557,639.80
MNTRUST TERM SERIES		1.54%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SECURITY(BONDS OR TREASURY NOTES)		Various	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CERTIFICATES OF DEPOSIT		Various	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL			\$557,639.80	\$0.00	\$0.00	\$0.00	\$557,639.80
						Signed	Jacque Kennedy

Budget Presentation to the Board				
Expenditures as of 02/23/2022		FY2022		
General Fund			2/23/2022	Year to
Classification	Code	FY22REV	Year to Date	Date %
Administrative Salaries	110	\$523,368.00	\$347,182.00	66%
Teacher Salaries	140	\$4,647,198.00	\$2,323,296.00	50%
Non-Licensed Classroom Personnel	141	\$129,685.00	\$71,704.00	55%
Licensed Instructional Support Personnel	143	\$59,750.00	\$29,875.00	50%
Non-License Instructional Support Personnel	144	\$19,797.00	\$8,406.00	42%
Substitute Salaries	145	\$100,000.00	\$48,707.00	49%
Substitute Non-Licensed Classroom Salaries	146	\$40,000.00	\$12,291.00	31%
Language Pathologist	152	\$75,633.00	\$37,817.00	50%
School Nurse	154	\$95,500.00	\$46,777.00	49%
School Social Worker	156	\$52,993.00	\$26,216.00	49%
Certified Paraprofessional	161	\$418,969.00	\$191,870.00	46%
Certified One-to-One Paraprofessional	162	\$221,593.00	\$99,731.00	45%
School Counselor	165	\$115,496.00	\$57,743.00	50%
Non-Instructional Support	170	\$754,347.00	\$426,739.00	57%
DAPE Specialist	174	\$0.00	\$0.00	#DIV/0!
Other Salary Payment	185	\$578,534.00	\$357,143.00	62%
Severance	191	\$21,825.00	\$5,324.78	24%
Third Party Pay Expense Salaries	195	\$0.00	\$0.00	#DIV/0!
FICA	210	\$594,102.00	\$301,458.00	51%
PERA	214	\$125,035.00	\$60,348.00	48%
TRA	218	\$498,341.00	\$266,115.00	53%
Health Insurance	220	\$710,008.00	\$364,606.00	51%
Life Insurance	230	\$5,466.00	\$2,903.00	53%
Dental Insurance	235	\$1,191.00	\$744.00	62%
Long Term Disability	240	\$340.00	\$224.00	66%
TSA Match	250	\$92,450.00	\$48,841.00	53%
Employer Sponsored HSA's	251	\$86,486.00	\$56,005.00	65%
Workmens Comp	270	\$44,464.00	\$21,668.00	49%
Unemployment Compensation	280	\$0.00	\$0.00	#DIV/0!
Other Post-Employment Benefits	291	\$0.00	\$0.00	#DIV/0!
Third Party Pay Benefits	295	\$0.00	\$0.00	#DIV/0!
Total Salaries and Fringe		\$10,012,571.00	\$5,213,733.78	52%
Other Employee Benefits	299	\$0.00	\$0.00	#DIV/0!
Fed Sub Awards Under \$25,000	303	\$56,000.00	\$19,954.00	36%
Fed Sub Awards Over \$25,000	304	\$1,100.00	\$0.00	0%
Consulting and Servicing Fees	305	\$294,523.00	\$209,266.00	71%
School Resource Officer	310	\$46,350.00	\$22,500.00	49%
Services Purchased from Coop	316	\$126,641.00	\$67,847.00	54%
Computer and Technology Services	319	\$0.00	\$0.00	#DIV/0!
Communications/Phone	320	\$41,590.00	\$19,256.00	46%
Postage and Express	329	\$8,932.00	\$2,269.00	25%
Utility Services	330	\$280,246.00	\$168,088.00	60%
Property Insurance	340	\$108,976.00	\$108,676.00	100%
Repairs and Maintenance	350	\$167,437.00	\$138,128.00	82%
Transportation	360	\$1,122,482.00	\$583,668.00	52%
Travel	366	\$143,984.00	\$35,241.00	24%
Entry Fees/Student Travel	369	\$54,817.00	\$12,320.00	22%
Rentals and Leases	370	\$86,532.00	\$43,684.00	50%
Mental Health Professional Services	379	\$5,000.00	\$825.00	17%
Third Party Reimbursement Services	385	\$0.00	\$0.00	0%
To Other MN School Districts	390	\$60,000.00	\$33,514.00	56%
To Out of State Districts	392	\$29,600.00	\$5,456.00	18%
Special Ed Contracted Services	393	\$158,737.00	\$44,876.00	28%
To Non-Ed Agency	394	\$174,350.00	\$132,474.00	76%
Spec Ed Salary Purchased from Co-op	396	\$435,385.00	\$288,268.00	66%
Spec Ed Benefits Purchased from Co-op	397	\$23,767.00	\$12,062.00	51%
Charge Back	398	\$0.00	\$0.00	0%
General Supplies	401	\$274,651.00	\$120,903.00	44%
Non instructional Computer Software	405	\$52,464.00	\$35,998.00	69%
Instructional Software License	406	\$86,290.00	\$69,121.00	80%
Instructional Supplies	430	\$130,360.00	\$75,386.00	58%
Individualized Materials	433	\$31,375.00	\$19,775.00	63%
Fuel for Buildings	440	\$87,200.00	\$40,534.00	46%
Noninstructional Tech Supplies	455	\$15,000.00	\$7,352.00	49%
Instructional Tech Supplies	456	\$40,000.00	\$20,498.00	51%
Textbooks/Workbooks	460	\$68,713.00	\$44,346.00	65%
Standardized Tests	461	\$2,800.00	\$216.00	8%
Non-Instructional Tech Devices	465	\$31,100.00	\$30,016.00	97%
Instructional Technology Devices	466	\$289,568.00	\$286,742.00	99%
Library Books	470	\$17,800.00	\$4,577.00	26%
Audio Visual Aids	480	\$0.00	\$0.00	0%
Electronic Format	485	\$4,000.00	\$2,755.00	69%
Capital Non-Instruction Tech Software	505	\$8,500.00	\$8,500.00	100%
Site or Grounds Acquisition	510	\$365,000.00	\$356,290.20	98%
Building Acquisition and Construction	520	\$169,643.00	\$166,890.00	98%
Equipment Purchased	530	\$130,509.00	\$125,360.00	96%
Special Education Equipment	533	\$0.00	\$0.00	#DIV/0!
Charge Back Tennis Courts	545	\$0.00	\$0.00	#DIV/0!
Eligible Pupil Transportation	548	\$65,000.00	\$0.00	0%
Vehicles Purchased	550	\$56,125.00	\$56,125.00	100%
Non-Instructional Technology Hardware	555	\$48,215.00	\$42,157.00	87%
Capitalized Instructional Technology Hardware	556	\$7,547.00	\$7,278.93	96%
Principal on Capital Lease	580	\$75,000.00	\$75,000.00	100%
Interest on Capital Lease	581	\$17,026.00	\$17,026.00	100%
Dues and Memberships	820	\$23,196.00	\$15,458.00	67%
Taxes and Special Assessments	896	\$4,540.00	\$4,540.00	100%
Affordable Care Act Penalties	897	\$10,625.00	\$10,625.00	100%
Miscellaneous Other Expenses	899	\$2,000.00	\$384.87	19%
Contingency		\$51,313.00	\$0.00	0%
Total		\$15,604,580.00	\$8,805,959.78	56%
The prior year to date percentage was 55%				

INDEPENDENT SCHOOL DISTRICT NO. 2689								
PIPESTONE AREA SCHOOLS								
TREASURER'S REPORT TO SCHOOL BOARD								
FOR THE MONTH ENDED JANUARY 31, 2022								
		CASH BALANCE			CASH BALANCE		CASH BALANCE	CASH BALANCE
FUNDS	FUND NUMBER	BEGINNING	NET CASH ACTIVITY	END OF	ADJUSTMENTS	END OF	END OF	
		OF MONTH		MONTH		MONTH FY22	MONTH FY21	
GENERAL FUND	01,03,05	\$5,224,976.99	\$4,891.59	\$5,229,868.58		\$5,229,868.58	\$5,695,471.70	
FOOD SERVICE FUND	02	\$384,266.89	\$15,354.53	\$399,621.42		\$399,621.42	\$618,328.84	
COMMUNITY SERVICE FUND	04	\$410,525.26	\$50,799.04	\$461,324.30		\$461,324.30	\$353,491.47	
TOTAL OPERATING FUNDS		\$6,019,769.14	\$71,045.16	\$6,090,814.30		\$6,090,814.30	\$6,667,292.01	
BUILDING FUND	06	\$24,301.58	(\$4,467.64)	\$19,833.94		\$19,833.94	(\$2,125,726.03)	
DEBT SERVICE FUND	07	\$1,941,500.49	(\$1,339,707.22)	\$601,793.27		\$601,793.27	\$526,399.00	
AGENCY FUND	09	\$345.00	\$0.00	\$345.00		\$345.00	\$345.00	
CERTIFICATES OF DEPOSIT		\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	
TOTAL		\$7,985,916.21	(\$1,273,129.70)	\$6,712,786.51	\$0.00	\$6,712,786.51	\$5,068,309.98	
RECONCILEMENT OF TREASURE'S BALANCE WITH BANKS								
		CURRENT	BALANCE	OUTSTANDING	OUTSTANDING	OTHER	BALANCE PER	BALANCE PER
DESCRIPTION	ACCOUNT NUMBER	RATE OF INTEREST	PER BANK STATEMENT	CHECKS	DEPOSITS	RECONCILING ITEMS	TREASURER'S BOOKS	TREASURER'S BOOKS
FIRST NATIONAL BANK-PAYROLL	200563	0.05%	\$331,173.37	(\$126.28)	\$0.00	\$0.00	\$331,047.09	\$123,634.13
FIRST NATIONAL BANK-MM	808263	0.10%	\$979,389.72	\$0.00	\$0.00	\$0.00	\$979,389.72	\$289,240.11
FIRST F&M	4534150062	0.0800%	\$902,137.13	(\$127,551.75)	\$0.00	\$0.00	\$774,585.38	\$366,456.65
MNTrust	6770	0.01%	\$4,128,915.63	\$0.00	\$0.00	\$0.00	\$4,128,915.63	\$2,809,137.72
TOTAL			\$6,341,615.85	(\$127,678.03)	\$0.00	\$0.00	\$6,213,937.82	\$3,588,468.61
CERTIFICATES OF DEPOSIT	CD #	Date Purchased	Maturity Date	Maturity Period	Interest Rate		Dollar Amount	Dollar Amount
Goldman Sachs Bank DTC 48283-1		5/5/2021	5/5/2023	24 Months	0.100%		\$249,248.69	
Servisfirst Bank		10/14/2020	4/14/2022	18 Months	0.100%		\$249,600.00	
Total							\$498,848.69	\$1,479,841.37
Grand Total							\$6,712,786.51	\$5,068,309.98
						Signed	Jacque Kennedy	

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	64352	7353		JACK OF TRADES		Check		
				E 01	300 810 000 000 350	Repair&maint Service, PIPE LEAK		\$1,115.06	
	PO#:	Voucher #:	90979	Invoice	Invoice No: 2021122902	1/17/2022	Paid Amt:	\$1,115.06	
							Check Amount:	\$1,115.06	
2689	FIN	64353	9280		DEREK CLAAR		Check		
				E 01	300 294 201 000 305	Consult & Serv.fees, BB 01/18/2022		\$50.00	
	PO#:	Voucher #:	90984	Invoice	Invoice No: 01/17/2022	1/17/2022	Paid Amt:	\$50.00	
							Check Amount:	\$50.00	
2689	FIN	64354	10065		JOSHUA FREDRICKSON		Check		
				E 01	300 294 201 000 305	Consult & Serv.fees, BB 01/21/2022		\$50.00	
	PO#:	Voucher #:	90988	Invoice	Invoice No: 01/17/2022	1/17/2022	Paid Amt:	\$50.00	
							Check Amount:	\$50.00	
2689	FIN	64355	10078		NEW LONDON - SPICER HS		Check		
				E 01	300 294 210 000 369	Entry Fees/Student Travel, WR 01/21/2022		\$150.00	
	PO#:	Voucher #:	90981	Invoice	Invoice No: 01/17/2022	1/17/2022	Paid Amt:	\$150.00	
							Check Amount:	\$150.00	
2689	FIN	64356	9695		AMERICAN UNION VENTURES		Check		
				E 01	005 865 000 349 305	Consult & Serv.fees		\$25.00	
	PO#:	Voucher #:	90997	Invoice	Invoice No: AMRE023968	1/18/2022	Paid Amt:	\$25.00	
				E 01	005 865 000 349 305	Consult & Serv.fees		\$275.00	
	PO#:	Voucher #:	90998	Invoice	Invoice No: AMRE023948	1/18/2022	Paid Amt:	\$275.00	
							Check Amount:	\$300.00	
2689	FIN	64357	5949		CDW GOVERNMENT, INC.		Check		
				E 01	005 605 150 000 455	NonInstructional Tech Supplies		\$74.34	
	PO#:	Voucher #:	90994	Invoice	Invoice No: Q513661	1/18/2022	Paid Amt:	\$74.34	
				E 01	005 605 150 000 455	NonInstructional Tech Supplies		\$143.10	
	PO#:	Voucher #:	90995	Invoice	Invoice No: Q436140	1/18/2022	Paid Amt:	\$143.10	
				E 01	005 605 150 000 455	NonInstructional Tech Supplies		\$224.68	
	PO#:	Voucher #:	90996	Invoice	Invoice No: q424002	1/18/2022	Paid Amt:	\$224.68	
							Check Amount:	\$442.12	
2689	FIN	64358	3920		CENTER POINT INC.		Check		
				E 04	005 591 000 000 470	Library Books		\$275.04	
	PO#:	Voucher #:	91002	Invoice	Invoice No: 1901350	1/18/2022	Paid Amt:	\$275.04	
							Check Amount:	\$275.04	
2689	FIN	64359	5782		CENTERPOINT ENERGY		Check		
				E 01	300 810 000 000 440	Fuel For Buildings, NOV 2021		\$7,513.36	
	PO#:	Voucher #:	91007	Invoice	Invoice No: 8000015159-9	1/18/2022	Paid Amt:	\$7,513.36	
							Check Amount:	\$7,513.36	

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
2689	FIN	64360	00063		CITY OF PIPESTONE		Check
				E 01	005 810 182 000 330	Garbage	\$54.88
	PO#:	Voucher #:	90989	Invoice	Invoice No: 35163	1/18/2022	Paid Amt: \$54.88
							Check Amount: \$54.88
2689	FIN	64361	10053		COORDINATED BUSINESS SERVICES LTD		Check
				E 04	005 591 000 000 370	Rentals & Leases, 12/1-12/31	\$50.36
	PO#:	Voucher #:	91003	Invoice	Invoice No: 192818	1/18/2022	Paid Amt: \$50.36
				E 01	005 110 000 000 370	Rentals & Leases, 12/1-12/31	\$4,933.63
	PO#:	Voucher #:	91000	Invoice	Invoice No: 192569	1/18/2022	Paid Amt: \$4,933.63
							Check Amount: \$4,983.99
2689	FIN	64362	00256		HILLYARD INC/ SIOUX FALLS		Check
				E 01	005 810 000 000 401	General Supplies	\$366.48
	PO#:	Voucher #:	90992	Invoice	Invoice No: 700479969	1/18/2022	Paid Amt: \$366.48
							Check Amount: \$366.48
2689	FIN	64363	9992		IT OUTLET		Check
				E 01	005 605 150 000 455	NonInstructional Tech Supplies	\$155.00
	PO#:	Voucher #:	90999	Invoice	Invoice No: 67779	1/18/2022	Paid Amt: \$155.00
							Check Amount: \$155.00
2689	FIN	64364	5354		LAKESHORE LEARNING MATERIALS		Check
				E 01	103 201 173 000 430	Instructional Supply	\$119.96
	PO#:	Voucher #:	91001	Invoice	Invoice No: 391481111721	1/18/2022	Paid Amt: \$119.96
							Check Amount: \$119.96
2689	FIN	64365	4570		PIPESTONE MEDICAL GROUP		Check
				E 01	103 420 000 740 394	to Non-Ed Agency, DEC. PT	\$2,603.64
	PO#:	Voucher #:	91004	Invoice	Invoice No: PIP PIP JAS S	1/18/2022	Paid Amt: \$2,603.64
							Check Amount: \$2,603.64
2689	FIN	64366	9381		PIPESTONE TRUE VALUE		Check
				E 01	005 810 000 000 401	General Supplies	\$11.45
	PO#:	Voucher #:	90991	Invoice	Invoice No: 01/18/2022	1/18/2022	Paid Amt: \$11.45
							Check Amount: \$11.45
2689	FIN	64367	5983		SIOUX VALLEY ENERGY		Check
				E 01	300 810 184 000 330	Utilities - Electricity, DEC 2021 FLASHING	\$99.00
	PO#:	Voucher #:	91005	Invoice	Invoice No: 7058684200	1/18/2022	Paid Amt: \$99.00
				E 01	005 810 000 000 330	Utilities - Electricity, DEC 2021	\$13,365.00
	PO#:	Voucher #:	91006	Invoice	Invoice No: 7058684000	1/18/2022	Paid Amt: \$13,365.00
							Check Amount: \$13,464.00

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	64368	00890		STOUT & EVINK		Check		
				E 01	300 810 000 000 350	Repair&maint Service		\$465.50	
	PO#:	Voucher #:	90990	Invoice	Invoice No: 93882	1/18/2022	Paid Amt:	\$465.50	
							Check Amount:	\$465.50	
2689	FIN	64369	6446		TRANE		Check		
				E 01	300 810 000 000 350	Repair&maint Service, ENERGY MONITOR		\$6,500.00	
	PO#:	Voucher #:	90993	Invoice	Invoice No: 312154968	1/18/2022	Paid Amt:	\$6,500.00	
							Check Amount:	\$6,500.00	
2689	FIN	64370	7194		CUMMINS SALES AND SERVICE		Check		
				E 01	005 810 000 000 350	Repair&maint Service		\$390.29	
	PO#:	Voucher #:	91008	Invoice	Invoice No: J6-99590	1/18/2022	Paid Amt:	\$390.29	
							Check Amount:	\$390.29	
2689	FIN	64371	9280		DEREK CLAAR		Check		
				E 01	300 294 203 000 305	Consult & Serv.fees, FB 2021		\$80.00	
	PO#:	Voucher #:	91010	Invoice	Invoice No: 01/18/2022	1/18/2022	Paid Amt:	\$80.00	
							Check Amount:	\$80.00	
2689	FIN	64372	9998		SOUTHERN MINNESOTA INSPECTION COMPANY		Check		
				E 01	300 865 000 363 350	Repair&maint Service, THEATRE SMOKE DO		\$7,500.00	
	PO#:	Voucher #:	91009	Invoice	Invoice No: 18314	1/18/2022	Paid Amt:	\$7,500.00	
							Check Amount:	\$7,500.00	
2689	FIN	64373	10014		WOODWIND AND BRASSWIND		Check		
				E 01	103 203 171 000 430	Rico Royal Clarinet Reeds - strength 2		\$30.38	
				E 01	103 203 171 000 430	Rico Royal Clarinet Reeds - Strength 2.5		\$151.90	
				E 01	103 203 171 000 430	Rico Royal Clarinet Reeds - Strength 3		\$30.38	
				E 01	103 203 171 000 430	Rico Royal Alto Saxophone Reeds - strength 2		\$46.98	
				E 01	103 203 171 000 430	Rico Royal Alto Saxophone Reeds - strength 2		\$239.90	
				E 01	103 203 171 000 430	Blue juice valve oil		\$49.90	
				E 01	103 203 171 000 430	Herco Screwdriver set		\$5.99	
	PO#: 17520	Voucher #:	91011	Invoice	Invoice No: ARINV59423904	1/18/2022	Paid Amt:	\$555.43	
				E 01	300 258 233 000 430	gATOR bge-mINI-aCOU gIG bAG FOR 1/2 TO		\$124.95	
	PO#: 17578	Voucher #:	91012	Invoice	Invoice No: ARINV59341841	1/18/2022	Paid Amt:	\$124.95	
							Check Amount:	\$680.38	
2689	FIN	64374	7390		BLICK ART MATERIALS		Check		
				E 01	300 212 172 000 430	Instructional Supply		\$4.03	
	PO#:	Voucher #:	91018	Invoice	Invoice No: 7810187	1/19/2022	Paid Amt:	\$4.03	
							Check Amount:	\$4.03	

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	64375	5782		CENTERPOINT ENERGY		Check		
				E 01	300 810 000 000 440	Fuel For Buildings, DEC. 2021		\$9,696.09	
	PO#:	Voucher #:	91013	Invoice	Invoice No: 8000015159-9	1/19/2022	Paid Amt:	\$9,696.09	
							Check Amount:	\$9,696.09	
2689	FIN	64376	00063		CITY OF PIPESTONE		Check		
				E 01	300 211 172 000 305	Consult & Serv.fees MS/HS		\$300.00	
	PO#:	Voucher #:	91015	Invoice	Invoice No: 01/19/2022	1/19/2022	Paid Amt:	\$300.00	
							Check Amount:	\$300.00	
2689	FIN	64377	8610		MINNESOTA WEST		Check		
				E 01	300 255 000 000 305	Carpentry Instructor MN West, SPRING 2022		\$10,000.00	
	PO#:	Voucher #:	91014	Invoice	Invoice No: 00264671	1/19/2022	Paid Amt:	\$10,000.00	
							Check Amount:	\$10,000.00	
2689	FIN	64378	5004		SUPER DUPER PUBLICATIONS		Check		
				E 01	300 740 172 000 430	FD-375 Photo Feelings Fun Deck		\$12.95	
				E 01	300 740 172 000 430	Freight		\$9.95	
	PO#: 17657	Voucher #:	91017	Invoice	Invoice No: 2654783A	1/19/2022	Paid Amt:	\$22.90	
							Check Amount:	\$22.90	
2689	FIN	64379	6528		EDUCATORS BENEFIT CONSULTANTS, LLC		Check		
				B 01	215 085	Medical Flex		\$137.00	
	PO#:	Voucher #:	91016	Invoice	Invoice No: 21996	1/19/2022	Paid Amt:	\$137.00	
							Check Amount:	\$137.00	
2689	FIN	64380	9186		TAHER, INC.- BIN# 135092		Check		
				E 02	005 770 000 701 305	Consult & Serv.fees, DEC 2021		\$46,606.54	
	PO#:	Voucher #:	91019	Invoice	Invoice No: 0060948	1/19/2022	Paid Amt:	\$46,606.54	
							Check Amount:	\$46,606.54	
2689	FIN	64381	8772		THOMAS A. DIBBLE		Check		
				E 01	300 810 000 000 350	Repair&maint Service		\$330.00	
	PO#:	Voucher #:	91020	Invoice	Invoice No: 0002548	1/19/2022	Paid Amt:	\$330.00	
							Check Amount:	\$330.00	
2689	FIN	64382	10077		ACCOUNTS MANAGEMENT INC		Check		
				B 01	215 060	Garnishment		\$120.37	
	PO#:	Voucher #:	91023	Invoice	Invoice No: M2022070	1/20/2022	Paid Amt:	\$120.37	
							Check Amount:	\$120.37	
2689	FIN	64383	8402		LEGALSHIELD		Check		
				B 01	215 037	LGL-ID		\$131.50	
				B 01	215 038	LGL-Sheild		\$13.95	
	PO#:	Voucher #:	91034	Invoice	Invoice No: M2022070	1/20/2022	Paid Amt:	\$145.45	
							Check Amount:	\$145.45	

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	64384	9983		MICHAEL HODGEN		Check		
				B 01 215 029	Child Support			\$547.52	
	PO#:	Voucher #:	91041	Invoice	Invoice No: M2022070	1/20/2022	Paid Amt:	\$547.52	
							Check Amount:	\$547.52	
2689	FIN	64385	6424		PAESP		Check		
				B 01 215 043	PAE Supp Prof Dues			\$1,332.87	
	PO#:	Voucher #:	91035	Invoice	Invoice No: M2022070	1/20/2022	Paid Amt:	\$1,332.87	
							Check Amount:	\$1,332.87	
2689	FIN	64386	01253		PJE		Check		
				B 01 215 040	Pipestone Ed. Assoc. Dues			\$6,672.45	
	PO#:	Voucher #:	91037	Invoice	Invoice No: M2022070	1/20/2022	Paid Amt:	\$6,672.45	
							Check Amount:	\$6,672.45	
2689	FIN	64387	00256		HILLYARD INC/ SIOUX FALLS		Check		
				E 02 005 770 011 155 401	General Supplies esser ii			\$865.38	
				E 02 005 770 000 701 401	General Supplies			\$453.10	
				E 02 005 770 000 701 401	General Supplies			\$208.90	
	PO#:	Voucher #:	91043	Invoice	Invoice No: 604570958	1/20/2022	Paid Amt:	\$1,527.38	
							Check Amount:	\$1,527.38	
2689	FIN	64388	5969		RIDDELL/ALL AMERICAN SPORTS		Check		
				E 01 300 294 203 000 350	Repair&maint Service, RECONDITION HELME			\$4,109.09	
	PO#:	Voucher #:	91042	Invoice	Invoice No: 951524413	1/20/2022	Paid Amt:	\$4,109.09	
							Check Amount:	\$4,109.09	
2689	FIN	64389	8925		VAST BROADBAND		Check		
				E 01 300 810 000 000 320	Communications/Phone 1/10-2/9			\$1,639.87	
	PO#:	Voucher #:	91044	Invoice	Invoice No: 000459101	1/20/2022	Paid Amt:	\$1,639.87	
							Check Amount:	\$1,639.87	
2689	FIN	64390	3512		CHILDRENS CARE HOSP & SCHOOL		Check		
				E 01 100 411 000 740 393	Sp Ed Contr Svcs Pup, SEPT 2021			\$7,146.12	
	PO#:	Voucher #:	91045	Invoice	Invoice No: 30000944	1/20/2022	Paid Amt:	\$7,146.12	
							Check Amount:	\$7,146.12	
2689	FIN	64391	10077		ACCOUNTS MANAGEMENT INC		Check		
				B 01 215 060	Garnishment Angela Jones 12.20.21			\$44.72	
	PO#:	Voucher #:	91046	Invoice	Invoice No: Garnishment	1/20/2022	Paid Amt:	\$44.72	
							Check Amount:	\$44.72	
2689	FIN	64392	9480		MINNESOTA PUBLIC EMPLOYEE INSURANCE PROGRAM(PEIP)		Check		
				B 01 215 030	Health Insurance February Coverage Inv #115:			\$74,990.62	
	PO#:	Voucher #:	91047	Invoice	Invoice No: M2022070	1/20/2022	Paid Amt:	\$74,990.62	
							Check Amount:	\$74,990.62	

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	64393	7348		Madison National Life		Check		
				B 01	215 032	Employer Paid Life		\$489.51	
				B 01	215 033	Supplemental Life		\$157.20	
				B 01	215 031	LTD		\$791.58	
PO#:	Voucher #:	91053	Invoice	Invoice No:	M2022070	1/20/2022	Paid Amt:	\$1,438.29	
							Check Amount:	\$1,438.29	
2689	FIN	64394	01252		NCPERS Group Life Ins		Check		
				B 01	215 034	UNIT NUMBER: 203411		\$32.00	
PO#:	Voucher #:	91054	Invoice	Invoice No:	M2022070	1/20/2022	Paid Amt:	\$32.00	
							Check Amount:	\$32.00	
2689	FIN	64395	7067		DELTA DENTAL		Check		
				B 01	215 044	Dental Insurance Inv # CNS0000879537		\$2,438.04	
PO#:	Voucher #:	91055	Invoice	Invoice No:	M2022070	1/20/2022	Paid Amt:	\$2,438.04	
							Check Amount:	\$2,438.04	
2689	FIN	64396	9755		HANDER INC PLUMBING AND HEATING		Check		
				E 01	300 810 000 000 350	Repair&maint Service		\$1,653.09	
PO#:	Voucher #:	91049	Invoice	Invoice No:	001000450000	1/21/2022	Paid Amt:	\$1,653.09	
							Check Amount:	\$1,653.09	
2689	FIN	64397	00256		HILLYARD INC/ SIOUX FALLS		Check		
				E 01	005 810 000 000 401	General Supplies		\$312.85	
PO#:	Voucher #:	91050	Invoice	Invoice No:	700489230	1/21/2022	Paid Amt:	\$312.85	
				E 01	005 810 000 000 401	General Supplies		\$667.00	
PO#:	Voucher #:	91051	Invoice	Invoice No:	604597721	1/21/2022	Paid Amt:	\$667.00	
				E 01	005 810 000 000 401	General Supplies		\$2,477.60	
PO#:	Voucher #:	91052	Invoice	Invoice No:	604597722	1/21/2022	Paid Amt:	\$2,477.60	
							Check Amount:	\$3,457.45	
2689	FIN	64398	8073		INTERSTATE BATTERY CENTER		Check		
				E 01	005 605 150 000 455	NonInstructional Tech Supplies		\$101.30	
PO#:	Voucher #:	91056	Invoice	Invoice No:	1912903024709	1/21/2022	Paid Amt:	\$101.30	
							Check Amount:	\$101.30	
2689	FIN	64399	9373		J & S LOGOS		Check		
				E 01	005 291 229 000 401	General Supplies		\$252.00	
PO#:	Voucher #:	91057	Invoice	Invoice No:	01/21/2022	1/21/2022	Paid Amt:	\$252.00	
							Check Amount:	\$252.00	
2689	FIN	64400	6836		Midwest Alarm		Check		
				E 06	005 870 000 000 555	Technology Equipment		\$3,410.14	
PO#:	Voucher #:	91048	Invoice	Invoice No:	297208	1/21/2022	Paid Amt:	\$3,410.14	
							Check Amount:	\$3,410.14	

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	64401	4626		PIPESTONE CO. TRANSIT		Check		
				E 04	005 580 000 325 360	Transp Cntrt W/Public ECFE		\$300.00	
	PO#:	Voucher #:	91058	Invoice	Invoice No:	01/21/2022		1/21/2022	
							Paid Amt:	\$300.00	
							Check Amount:	\$300.00	
2689	FIN	64402	7068		AMERITAS LIFE INSURANCE CORP.		Check		
				B 01	215 045	AMERITAS Vision Ins January Coverage		\$712.16	
	PO#:	Voucher #:	91059	Invoice	Invoice No:	M2022070		1/20/2022	
							Paid Amt:	\$712.16	
							Check Amount:	\$712.16	
2689	FIN	64403	8506		BILLY QUIST		Check		
				E 01	300 294 201 000 305	C squad BB Ref vs Worthington 1.22.22		\$50.00	
	PO#:	Voucher #:	91061	Invoice	Invoice No:	1.22.22		1/20/2022	
							Paid Amt:	\$50.00	
							Check Amount:	\$50.00	
2689	FIN	64404	7457		KEVIN DEBOER		Check		
				E 01	300 296 201 000 305	Consult & Serv.fees, GB 1/25/2022		\$120.00	
	PO#:	Voucher #:	91063	Invoice	Invoice No:	01/24/2022		1/24/2022	
							Paid Amt:	\$120.00	
							Check Amount:	\$120.00	
2689	FIN	64405	6738		SCOTT BEEKMAN		Check		
				E 01	300 296 201 000 305	Consult & Serv.fees, GB 1/25/2022		\$120.00	
	PO#:	Voucher #:	91062	Invoice	Invoice No:	01/24/2022		1/24/2022	
							Paid Amt:	\$120.00	
							Check Amount:	\$120.00	
2689	FIN	64406	6731		STEVE VERKINDEREN		Check		
				E 01	300 296 201 000 305	Consult & Serv.fees, GB 1/25/2022		\$120.00	
	PO#:	Voucher #:	91064	Invoice	Invoice No:	01/24/2022		1/24/2022	
							Paid Amt:	\$120.00	
							Check Amount:	\$120.00	
2689	FIN	64407	8668		ALEX OURADA		Check		
				E 01	300 294 210 000 305	Consult & Serv.fees, WR 01/27/2022		\$284.00	
	PO#:	Voucher #:	91066	Invoice	Invoice No:	01/24/2022		1/24/2022	
							Paid Amt:	\$284.00	
							Check Amount:	\$284.00	
2689	FIN	64408	8831		TRAVIS CHRISTENSON		Check		
				E 01	300 294 210 000 305	Consult & Serv.fees, WR 01/27/2022		\$252.64	
	PO#:	Voucher #:	91065	Invoice	Invoice No:	01/24/2022		1/24/2022	
							Paid Amt:	\$252.64	
							Check Amount:	\$252.64	
2689	FIN	64409	9696		WABASSO HIGH SCHOOL		Check		
				E 01	300 294 210 000 305	Consult & Serv.fees, WR 01/29/2022		\$200.00	
				E 01	300 294 210 000 305	Consult & Serv.fees, WR 01/29/2022		(\$200.00)	
				E 01	300 294 210 000 369	Consult & Serv.fees, WR 01/29/2022		\$200.00	
	PO#:	Voucher #:	91067	Invoice	Invoice No:	01/24/2022		1/24/2022	
							Paid Amt:	\$200.00	
							Check Amount:	\$200.00	

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor				Pmt/Void Date	Pmt Type	
2689	FIN	64410	5249		VISA					Check	
				E 01	300	301	501	000	369	Entry Fees/Student Travel	\$26.06
				E 01	300	294	201	000	366	Travel	\$15.27
				E 01	300	361	442	000	369	Travel Robotics Students	\$40.00
				E 01	300	301	501	000	369	Entry Fees/Student Travel	\$61.32
				E 04	005	249	000	321	366	Travel	\$53.26
				E 04	005	249	000	321	366	Travel	\$51.75
PO#:		Voucher #:	91069	Invoice	Invoice No: 9871				1/24/2022	Paid Amt:	\$247.66
										Check Amount:	\$247.66
2689	FIN	64411	5249		VISA					Check	
				E 04	005	249	000	321	366	Travel, DR. ED	\$21.28
PO#:		Voucher #:	91070	Invoice	Invoice No: 9913				1/24/2022	Paid Amt:	\$21.28
										Check Amount:	\$21.28
2689	FIN	64412	5249		VISA					Check	
				E 01	300	212	172	000	430	Instructional Supply	\$57.12
				E 01	103	203	171	000	401	General Supplies	\$284.39
				E 01	103	203	189	000	401	General Supplies	\$15.52
				E 01	100	740	187	000	401	General Supplies	\$36.55
				E 01	103	203	189	000	401	General Supplies	\$20.00
				E 01	103	203	189	000	401	General Supplies	\$20.00
				E 01	103	203	189	000	401	General Supplies	\$10.00
				E 01	103	203	171	000	401	General Supplies	\$300.30
				E 01	103	203	189	000	401	General Supplies	\$19.24
				E 01	103	201	173	000	406	Instructional Software License	\$13.00
				E 01	103	203	173	000	430	Instructional Supply	\$1.50
				E 01	103	203	173	000	406	Instructional Software License	\$53.55
				E 01	207	211	011	155	406	Instructional Software License	\$11.50
				E 01	103	203	173	000	406	Instructional Software License	\$57.20
				E 01	207	260	173	000	406	Instructional Software License	\$12.50
				E 01	300	211	011	155	406	Instructional Software License	\$11.50
				E 01	103	203	173	000	406	Instructional Software License	\$126.00
				E 01	300	294	200	000	401	General Supplies	\$40.00
				E 01	300	292	000	000	401	General Supplies	\$10.68
				E 01	300	294	200	000	401	General Supplies	\$411.26
				E 01	005	110	000	000	401	General Supplies	\$28.00
				E 01	300	294	200	000	401	General Supplies	\$534.32
				E 01	300	292	202	000	401	General Supplies	\$29.95
				E 01	300	640	173	316	366	Travel	\$10.00
				E 01	005	810	000	000	401	General Supplies	\$72.60

Pipestone Area Schools ISD #2689

Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor				Pmt/Void Date	Pmt Type
2689	FIN	64412	5249		VISA					Check
				E 01	005 810 000 000 401	General Supplies				\$453.35
				E 01	005 020 000 000 329	POSTAGE				\$5.21
				E 01	300 331 172 830 433	Individualized Mat.				\$89.01
				E 01	207 260 172 000 430	Instructional Supply				\$33.23
				E 01	300 361 173 302 406	Instructional Software License				\$2,811.25
				E 01	300 331 172 830 433	Individualized Mat.				\$48.85
				E 01	300 211 197 000 401	Special Ed Coffee Fund				\$29.00
				E 01	300 211 180 000 401	General Supplies				\$21.36
				E 01	207 361 849 000 430	Instructional Supply				\$154.41
PO#:		Voucher #:	91071	Invoice	Invoice No: 9897			1/25/2022		Paid Amt: \$5,832.35
										Check Amount: \$5,832.35
2689	FIN	64413	5249		VISA					Check
				E 01	005 605 150 000 455	NonInstructional Tech Supplies				\$7.99
				E 01	005 605 150 000 455	NonInstructional Tech Supplies				\$648.97
				E 01	005 605 150 000 350	Repair&maint Service				\$39.00
				E 01	005 605 150 000 350	Repair&maint Service				\$39.00
				E 01	005 605 150 000 455	NonInstructional Tech Supplies				\$213.74
PO#:		Voucher #:	91072	Invoice	Invoice No: 1739			1/25/2022		Paid Amt: \$948.70
										Check Amount: \$948.70
2689	FIN	64414	10066		ADLER COUNSELING PLLC					Check
				E 01	005 730 011 155 379	Mental Health Professional Ser				\$100.00
PO#:		Voucher #:	91078	Invoice	Invoice No: 21-12-01			1/26/2022		Paid Amt: \$100.00
										Check Amount: \$100.00
2689	FIN	64415	6855		Baker & Taylor Books					Check
				E 04	005 591 000 000 470	Library Books				\$127.66
PO#:		Voucher #:	91080	Invoice	Invoice No: 2036447084			1/26/2022		Paid Amt: \$127.66
				E 04	005 591 000 000 470	Library Books				\$2,276.62
PO#:		Voucher #:	91081	Invoice	Invoice No: 20364291961			1/26/2022		Paid Amt: \$2,276.62
										Check Amount: \$2,404.28
2689	FIN	64416	00063		CITY OF PIPESTONE					Check
				E 01	005 810 183 000 330	Utilities				\$1,441.71
				E 01	005 810 182 000 330	Garbage				\$750.00
				E 01	005 810 183 000 330	Utilities				\$1,098.21
				E 01	005 810 183 000 330	Utilities				\$57.81
PO#:		Voucher #:	91082	Invoice	Invoice No: 01/25/2022			1/26/2022		Paid Amt: \$3,347.73
										Check Amount: \$3,347.73

Pipestone Area Schools ISD #2689

Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	64417	4661		DVS RENEWAL		Check		
				E 01	005 810 000 000 820	Dues & Membership, LICENSE 2002 DODGE		\$19.25	
	PO#:	Voucher #:	91087	Invoice	Invoice No: 00-021406064	1/26/2022	Paid Amt:	\$19.25	
							Check Amount:	\$19.25	
2689	FIN	64418	4661		DVS RENEWAL		Check		
				E 01	005 810 000 000 820	Dues & Membership LICENSE 2019 CHEV. SI		\$19.25	
	PO#:	Voucher #:	91088	Invoice	Invoice No: 00-030038972	1/26/2022	Paid Amt:	\$19.25	
							Check Amount:	\$19.25	
2689	FIN	64419	4661		DVS RENEWAL		Check		
				E 01	005 810 000 000 820	Dues & Membership LICENSE 1999 TRUCK		\$19.25	
	PO#:	Voucher #:	91089	Invoice	Invoice No: 00-030676542	1/26/2022	Paid Amt:	\$19.25	
							Check Amount:	\$19.25	
2689	FIN	64420	4661		DVS RENEWAL		Check		
				E 01	005 810 000 000 820	Dues & Membership LICENSE 2012 SUB.		\$19.25	
	PO#:	Voucher #:	91090	Invoice	Invoice No: 00-019872191	1/26/2022	Paid Amt:	\$19.25	
							Check Amount:	\$19.25	
2689	FIN	64421	4661		DVS RENEWAL		Check		
				E 01	005 810 000 000 820	Dues & Membership LICENSE 2017 SUB.		\$19.25	
	PO#:	Voucher #:	91091	Invoice	Invoice No: 00-027608898	1/26/2022	Paid Amt:	\$19.25	
							Check Amount:	\$19.25	
2689	FIN	64422	4661		DVS RENEWAL		Check		
				E 01	005 810 000 000 820	Dues & Membership LICENSE 2005 TRIT		\$19.95	
	PO#:	Voucher #:	91092	Invoice	Invoice No: 00-030540883	1/26/2022	Paid Amt:	\$19.95	
							Check Amount:	\$19.95	
2689	FIN	64423	4661		DVS RENEWAL		Check		
				E 01	005 810 000 000 820	Dues & Membership LICENSE 2013 DODGE (\$19.25	
	PO#:	Voucher #:	91093	Invoice	Invoice No: 00-019273191	1/26/2022	Paid Amt:	\$19.25	
							Check Amount:	\$19.25	
2689	FIN	64424	7618		IXL LEARNING		Check		
				E 01	103 203 011 155 406	UPGRADE LICENSE GRADES 4-8		\$855.00	
				E 01	103 203 011 155 406	UPGRADE LICENSE GRADES 4-8		\$720.00	
	PO#: 17703	Voucher #:	91073	Invoice	Invoice No: S426947	1/26/2022	Paid Amt:	\$1,575.00	
							Check Amount:	\$1,575.00	
2689	FIN	64425	9373		J & S LOGOS		Check		
				E 01	103 203 189 000 401	General Supplies		\$300.00	
	PO#:	Voucher #:	91076	Invoice	Invoice No: 01/25/2022	1/26/2022	Paid Amt:	\$300.00	
							Check Amount:	\$300.00	

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	64426	01140		JERS ELECTRIC INC		Check		
				E 01	300 405 000 740 433	Individualized Mat.		\$502.15	
PO#:	Voucher #:	91079	Invoice	Invoice No:	3351	1/26/2022	Paid Amt:	\$502.15	
				E 01	005 810 000 000 350	Repair&maint Service		\$365.06	
PO#:	Voucher #:	91086	Invoice	Invoice No:	3395	1/26/2022	Paid Amt:	\$365.06	
							Check Amount:	\$867.21	
2689	FIN	64427	7213		LIGHTSPEED TECHNOLOGIES INC		Check		
				E 01	300 220 172 000 401	Media Connector and Flex Mic Charger for Em		\$293.00	
				E 01	300 220 172 000 401	Media Connector and Flex Mic Charger for Em		(\$293.00)	
				E 01	300 405 000 740 433	Media Connector and Flex Mic Charger for Em		\$293.00	
PO#: 17694	Voucher #:	91077	Invoice	Invoice No:	140003	1/26/2022	Paid Amt:	\$293.00	
							Check Amount:	\$293.00	
2689	FIN	64428	9177		MAAE		Check		
				E 01	300 640 172 316 820	Dues & Membership		\$130.00	
PO#:	Voucher #:	91075	Invoice	Invoice No:	01/25/2022	1/26/2022	Paid Amt:	\$130.00	
							Check Amount:	\$130.00	
2689	FIN	64429	00749		MESPA		Check		
				E 01	103 640 173 316 366	Travel		\$25.00	
PO#:	Voucher #:	91074	Invoice	Invoice No:	13117	1/26/2022	Paid Amt:	\$25.00	
							Check Amount:	\$25.00	
2689	FIN	64430	4054		PIPESTONE KIWANIS CLUB		Check		
				E 01	005 640 173 316 366	Curriculum Staff Development		\$80.00	
PO#:	Voucher #:	91083	Invoice	Invoice No:	01/26/2022	1/26/2022	Paid Amt:	\$80.00	
							Check Amount:	\$80.00	
2689	FIN	64431	01179		RATWIK ROSZAK & MALONEY PA		Check		
				E 01	005 010 113 000 305	Consult & Serv.fees		\$1,339.50	
PO#:	Voucher #:	91084	Invoice	Invoice No:	01/26/2022	1/26/2022	Paid Amt:	\$1,339.50	
							Check Amount:	\$1,339.50	
2689	FIN	64432	6429		ROCK CO. FAMILY SERVICE AGENCY		Check		
				E 01	005 020 000 000 820	Dues & Membership		\$50.00	
PO#:	Voucher #:	91085	Invoice	Invoice No:	01/26/2022	1/26/2022	Paid Amt:	\$50.00	
							Check Amount:	\$50.00	
2689	FIN	64433	00256		HILLYARD INC/ SIOUX FALLS		Check		
				E 01	005 810 011 155 401	General Supplies ESSER II		\$173.38	
PO#:	Voucher #:	91094	Invoice	Invoice No:	604614019	1/27/2022	Paid Amt:	\$173.38	
				E 01	005 810 011 155 401	General Supplies ESSER II		\$906.66	
PO#:	Voucher #:	91095	Invoice	Invoice No:	604614020	1/27/2022	Paid Amt:	\$906.66	
							Check Amount:	\$1,080.04	

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	64434	10017		SCHOOL SPECIALTY LLC		Check		
				E 01	300 219 172 317 430	#item086394 School Smart Polypropylene Rou		\$19.10	
				E 01	300 219 172 317 430	Item#081942 School Smart Paper Plastic Eras		\$19.40	
				E 01	300 219 172 317 430	Item#075560 Avery Multi-Page Capacity Top L		\$41.90	
				E 01	300 219 172 317 430	Item #085264 Spiral Non-Perforated 1 Subject		\$4.10	
	PO#: 17716	Voucher #:	91098	Invoice	Invoice No: 208129320041	1/27/2022	Paid Amt:	\$84.50	
							Check Amount:	\$84.50	
2689	FIN	64435	10041		SOCIAL THINKING		Check		
				E 01	300 740 172 000 430	Should I or Shouldn't I? What would others thir		\$26.99	
				E 01	300 740 172 000 430	Social Thinking ThankSheets for Tweens and 1		\$36.99	
				E 01	300 740 172 000 430	Think Social! A Social Thinking Curriculum for :		\$89.99	
				E 01	300 740 172 000 430	SHIPPING		\$17.94	
				E 01	300 740 172 000 430	The Incredible 5 Point Scale		\$26.95	
	PO#: 17658	Voucher #:	91097	Invoice	Invoice No: 225785	1/27/2022	Paid Amt:	\$198.86	
							Check Amount:	\$198.86	
2689	FIN	64436	01641		WENGER CORPORATION		Check		
				E 01	300 258 233 000 430	#039E500 Classic 50 Music Stand		\$1,160.00	
				E 01	300 258 233 000 430	Shipping		\$208.80	
	PO#: 17577	Voucher #:	91096	Invoice	Invoice No: 818663	1/27/2022	Paid Amt:	\$1,368.80	
							Check Amount:	\$1,368.80	
2689	FIN	64437	10080		BTS USA, INC		Check		
				E 01	005 640 173 316 366	Curriculum Staff Development		\$4,000.00	
	PO#:	Voucher #:	91106	Invoice	Invoice No: SIN016833	1/28/2022	Paid Amt:	\$4,000.00	
							Check Amount:	\$4,000.00	
2689	FIN	64438	9659		REALLY GOOD STUFF, LLC		Check		
				E 01	103 203 171 000 430	169044 expandable chart stand		\$52.33	
	PO#: 17651	Voucher #:	91105	Invoice	Invoice No: 7762885	1/28/2022	Paid Amt:	\$52.33	
							Check Amount:	\$52.33	
2689	FIN	64439	01262		SUBSCRIPTION SERVICES-AMERICA		Check		
				E 04	005 591 000 000 475	Periodicals		\$427.68	
	PO#:	Voucher #:	91104	Invoice	Invoice No: 2025045	1/28/2022	Paid Amt:	\$427.68	
							Check Amount:	\$427.68	
2689	FIN	64440	00276		XCEL ENERGY		Check		
				E 01	005 810 184 000 330	Electricity - Paulsen Field, DEC. 2021		\$732.04	
	PO#:	Voucher #:	91103	Invoice	Invoice No: 51-6709448-8	1/28/2022	Paid Amt:	\$732.04	
							Check Amount:	\$732.04	

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	64441	10029		FIRST BANK & TRUST		Check		
				E 01	005 850 000 000 581	Interest on Capital Lease		\$7,922.25	
	PO#:	Voucher #:	91107	Invoice	Invoice No:	20170725	1/31/2022	Paid Amt:	\$7,922.25
								Check Amount:	\$7,922.25
2689	FIN	64442	9373		J & S LOGOS		Check		
				E 04	005 505 903 321 401	General Supplies-PeeWee Wrestling		\$1,260.00	
	PO#:	Voucher #:	91108	Invoice	Invoice No:	01/31/2022	1/31/2022	Paid Amt:	\$1,260.00
								Check Amount:	\$1,260.00
2689	FIN	64443	00890		STOUT & EVINK		Check		
				E 01	005 810 000 000 401	General Supplies		\$15.84	
	PO#:	Voucher #:	91109	Invoice	Invoice No:	93986	1/31/2022	Paid Amt:	\$15.84
								Check Amount:	\$15.84
2689	FIN	64445	9978		MICHAEL FIXSEN		Check		
				E 01	300 296 201 000 305	Consult & Serv.fees, GB 02/01/2022		\$110.00	
	PO#:	Voucher #:	91113	Invoice	Invoice No:	02/01/2022	2/1/2022	Paid Amt:	\$110.00
								Check Amount:	\$110.00
2689	FIN	64446	9065		RANDY HEIN		Check		
				E 01	300 296 201 000 305	Consult & Serv.fees, GB 02/01/2022		\$110.00	
	PO#:	Voucher #:	91112	Invoice	Invoice No:	02/01/2022	2/1/2022	Paid Amt:	\$110.00
								Check Amount:	\$110.00
2689	FIN	64447	9110		DENNIS BECKER		Check		
				E 01	300 296 201 000 305	Consult & Serv.fees, GB 02/04/2022		\$110.00	
	PO#:	Voucher #:	91118	Invoice	Invoice No:	02/01/2022	2/1/2022	Paid Amt:	\$110.00
								Check Amount:	\$110.00
2689	FIN	64448	9731		LEEANN STEEN		Check		
				E 01	300 296 205 000 305	Consult & Serv.fees, GYMNASTICS 02/03/202		\$130.00	
	PO#:	Voucher #:	91114	Invoice	Invoice No:	02/01/2022	2/1/2022	Paid Amt:	\$130.00
								Check Amount:	\$130.00
2689	FIN	64449	9959		REBECCA SINN		Check		
				E 01	300 296 205 000 305	Consult & Serv.fees, GYMNASTICS 02/03/202		\$235.30	
	PO#:	Voucher #:	91117	Invoice	Invoice No:	02/01/2022	2/1/2022	Paid Amt:	\$235.30
								Check Amount:	\$235.30
2689	FIN	64450	7456		SABRINA WOOTERS		Check		
				E 01	300 296 205 000 305	Consult & Serv.fees, GYMNASTICS 02/03/202		\$130.00	
	PO#:	Voucher #:	91115	Invoice	Invoice No:	02/01/2022	2/1/2022	Paid Amt:	\$130.00
								Check Amount:	\$130.00

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	64451	10081		SADIE RINGNELL		Check		
				E 01	300 296 205 000 305	Consult & Serv.fees, GYMNASTICS 02/03/202		\$130.00	
PO#:	Voucher #:	91116	Invoice		Invoice No: 02/01/2022	2/1/2022	Paid Amt:	\$130.00	
							Check Amount:	\$130.00	
2689	FIN	64452	8647		CHRISTOPHER BAUMBERGER		Check		
				E 01	300 296 201 000 305	Consult & Serv.fees, GB 02/04/2022		\$110.00	
PO#:	Voucher #:	91119	Invoice		Invoice No: 02/01/2022	2/1/2022	Paid Amt:	\$110.00	
							Check Amount:	\$110.00	
2689	FIN	64453	9417		DANIEL J FORSSTROM		Check		
				E 01	300 296 201 000 305	Consult & Serv.fees, GB 02/04/2022		\$110.00	
PO#:	Voucher #:	91120	Invoice		Invoice No: 02/01/2022	2/1/2022	Paid Amt:	\$110.00	
							Check Amount:	\$110.00	
2689	FIN	64454	00224		LUDOLPH BUS INCORPORATED		Check		
				E 03	005 760 000 720 360	Transp Cntrt W/Public Reg, JAN 2022		\$74,963.00	
PO#:	Voucher #:	91121	Invoice		Invoice No: 1915	2/1/2022	Paid Amt:	\$74,963.00	
							Check Amount:	\$74,963.00	
2689	FIN	64455	00224		LUDOLPH BUS INCORPORATED		Check		
				E 01	300 294 210 733 360	Transp Cntrt W/Public Wrestling		\$5,759.54	
				E 01	300 296 205 733 360	Transp Cntrt W/Public, GYMNASTICS		\$660.00	
				E 01	300 294 201 733 360	Transp Cntrt W/Public, BB		\$660.00	
				E 01	300 296 201 733 360	Transp Cntrt W/Public GBB Travel		\$827.15	
				E 01	300 291 229 733 360	Transp Cntrt W/Public-One Act Play		\$660.00	
PO#:	Voucher #:	91122	Invoice		Invoice No: 4119	2/1/2022	Paid Amt:	\$8,566.69	
							Check Amount:	\$8,566.69	
2689	FIN	64456	00224		LUDOLPH BUS INCORPORATED		Check		
				E 03	005 760 000 723 360	Transp Cntrt W/Public Handicap		\$20,095.08	
				E 03	005 760 000 713 360	Transp Cntrt W/Public, LB		\$3,864.44	
				E 01	006 203 000 733 360	Transp Cntrt W/Public, HEARTLAND		\$139.08	
				E 01	300 296 201 733 360	Transp Cntrt W/Public GBB Travel		\$2,355.02	
				E 01	300 296 205 733 360	Transp Cntrt W/Public, GYMNASTICS		\$289.95	
				E 01	300 291 224 733 360	Transp Cntrt W/Public, KB		\$335.21	
				E 01	300 294 210 733 360	Transp Cntrt W/Public Wrestling		\$186.05	
				E 01	300 240 000 733 360	Transp Cntrt W/Public Phy Ed		\$51.00	
				E 01	300 240 000 733 360	Transp Cntrt W/Public Phy Ed		\$510.00	
				E 01	300 294 201 733 360	Transp Cntrt W/Public BB		\$414.75	
PO#:	Voucher #:	91123	Invoice		Invoice No: 9116	2/1/2022	Paid Amt:	\$28,240.58	
							Check Amount:	\$28,240.58	

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	64457	00226		CENTER SPORTS INC		Check		
				E 01	300 294 200 000 401	General Supplies		\$1,059.57	
	PO#:	Voucher #:	91124	Invoice	Invoice No: AAD012498	2/1/2022	Paid Amt:	\$1,059.57	
							Check Amount:	\$1,059.57	
2689	FIN	64458	01414		BUILDERS SUPPLY COMPANY		Check		
				E 06	005 870 000 000 520	Build Acq/Construct		\$20,184.71	
	PO#:	Voucher #:	91127	Invoice	Invoice No: 02/02/2022	2/2/2022	Paid Amt:	\$20,184.71	
							Check Amount:	\$20,184.71	
2689	FIN	64459	5949		CDW GOVERNMENT, INC.		Check		
				E 01	005 605 150 000 455	NonInstructional Tech Supplies		\$41.49	
	PO#:	Voucher #:	91128	Invoice	Invoice No: R459641	2/2/2022	Paid Amt:	\$41.49	
							Check Amount:	\$41.49	
2689	FIN	64460	00256		HILLYARD INC/ SIOUX FALLS		Check		
				E 01	005 810 000 000 401	General Supplies		\$23.16	
	PO#:	Voucher #:	91131	Invoice	Invoice No: 700492377	2/2/2022	Paid Amt:	\$23.16	
							Check Amount:	\$23.16	
2689	FIN	64461	8834		JMC COMPUTER SERVICE INC		Check		
				E 01	300 211 011 161 406	Instructional Software License ESSER III LL		\$548.00	
	PO#:	Voucher #:	91125	Invoice	Invoice No: 3934	2/2/2022	Paid Amt:	\$548.00	
							Check Amount:	\$548.00	
2689	FIN	64462	5354		LAKESHORE LEARNING MATERIALS		Check		
				E 01	103 203 171 000 430	PP468 Reading Comprehension practice - gr		\$55.99	
				E 01	103 203 171 000 430	PPPP794 Boost Comprehension - small grou		\$59.99	
				E 01	103 203 171 000 430	SHIPPING		\$6.99	
	PO#: 17719	Voucher #:	91130	Invoice	Invoice No: 308131011922	2/2/2022	Paid Amt:	\$122.97	
							Check Amount:	\$122.97	
2689	FIN	64463	9228		LUANN'S GAS & MORE		Check		
				E 01	005 810 190 000 366	Travel Custodial		\$56.00	
	PO#:	Voucher #:	91133	Invoice	Invoice No: PAS	2/2/2022	Paid Amt:	\$56.00	
							Check Amount:	\$56.00	
2689	FIN	64464	9916		SHI INTERNATIONAL CORP.		Check		
				E 01	103 203 171 000 430	VIEWSONIC CART		\$1,693.00	
	PO#: 17652	Voucher #:	91129	Invoice	Invoice No: B14663742	2/2/2022	Paid Amt:	\$1,693.00	
							Check Amount:	\$1,693.00	
2689	FIN	64465	9366		SYNCB/AMAZON		Check		
				E 01	103 203 171 000 430	Instructional Supply		\$29.98	
				E 01	300 050 172 000 401	General Supplies		\$194.25	
				E 01	300 720 000 000 401	General Supplies		\$7.99	

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	64465	9366		SYNCB/AMAZON		Check		
				E 01	103 408 000 740 433	General Supplies		\$54.93	
	PO#:	Voucher #:	91126	Invoice	Invoice No: 6045787810217568	2/2/2022	Paid Amt:	\$287.15	
							Check Amount:	\$287.15	
2689	FIN	64466	9186		TAHER, INC.- BIN# 135092		Check		
				E 01	103 204 000 414 401	General Supplies Title II		\$625.00	
	PO#:	Voucher #:	91132	Invoice	Invoice No: 1022	2/2/2022	Paid Amt:	\$625.00	
							Check Amount:	\$625.00	
2689	FIN	64467	5949		CDW GOVERNMENT, INC.		Check		
				E 01	103 050 171 000 465	Non-Instructional Tech Devices		\$81.90	
	PO#:	Voucher #:	91137	Invoice	Invoice No: R109453	2/2/2022	Paid Amt:	\$81.90	
							Check Amount:	\$81.90	
2689	FIN	64468	9934		FOSS COMMUNICATIONS INC		Check		
				E 06	005 870 000 000 555	Technology Equipment		\$4,850.00	
	PO#:	Voucher #:	91136	Invoice	Invoice No: 12915	2/2/2022	Paid Amt:	\$4,850.00	
							Check Amount:	\$4,850.00	
2689	FIN	64469	9075		OLYMPUS LOCKERS & STORAGE PRODUCTS INC		Check		
				E 01	300 865 000 379 530	Equipment Purchased, HS LOCKERS		\$31,851.60	
	PO#:	Voucher #:	91135	Invoice	Invoice No: 24709	2/2/2022	Paid Amt:	\$31,851.60	
							Check Amount:	\$31,851.60	
2689	FIN	64470	7104		PSAT/NMSQT		Check		
				E 01	300 211 172 000 461	Standarized Tests		\$216.00	
	PO#:	Voucher #:	91134	Invoice	Invoice No: 382287493A	2/2/2022	Paid Amt:	\$216.00	
							Check Amount:	\$216.00	
2689	FIN	64471	9187		AGC NETWORKS, INC		Check		
				E 06	005 870 000 000 555	NEW PHONES FOR OFFICE STAFF IN NEW		\$6,968.48	
				E 06	005 870 000 000 555	Freight		\$99.39	
	PO#: 17629	Voucher #:	91138	Invoice	Invoice No: 9500023254	2/2/2022	Paid Amt:	\$7,067.87	
							Check Amount:	\$7,067.87	
2689	FIN	64472	00063		CITY OF PIPESTONE		Check		
				E 01	005 810 000 000 350	Repair&maint Service, SANDING LOTS DEC.		\$1,200.00	
	PO#:	Voucher #:	91141	Invoice	Invoice No: 35244	2/4/2022	Paid Amt:	\$1,200.00	
							Check Amount:	\$1,200.00	
2689	FIN	64473	3814		MASA/MASE		Check		
				E 01	005 640 173 316 366	Curriculum Staff Development, KEVIN		\$329.00	
	PO#:	Voucher #:	91142	Invoice	Invoice No: 02/04/2022	2/4/2022	Paid Amt:	\$329.00	
							Check Amount:	\$329.00	

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type	
2689	FIN	64474	00751		PLUM CREEK LIBRARY SYSTEM		Check	
				E 04	005 591 000 000 470	Library Books		\$1,440.00
				E 04	005 591 000 000 485	Electronic Format		\$9,490.00
				E 01	300 620 591 302 470	Library Books		\$2,755.00
				E 01	300 620 591 302 470	Library Books		(\$2,755.00)
				E 01	300 620 591 000 485	Library Books		\$2,755.00
PO#:	Voucher #:	91139	Invoice	Invoice No:	25736	2/4/2022	Paid Amt:	\$13,685.00
							Check Amount:	\$13,685.00
2689	FIN	64475	3537		WORTHINGTON HIGH SCHOOL		Check	
				E 01	300 291 220 000 369	Entry Fees/Student Travel		\$35.00
PO#:	Voucher #:	91140	Invoice	Invoice No:	02/03/2022	2/4/2022	Paid Amt:	\$35.00
							Check Amount:	\$35.00
2689	FIN	64476	4626		PIPESTONE CO. TRANSIT		Check	
				E 04	005 580 000 325 360	Transp Cntrt W/Pub		\$150.00
PO#:	Voucher #:	91143	Invoice	Invoice No:	02/07/2022	2/7/2022	Paid Amt:	\$150.00
							Check Amount:	\$150.00
2689	FIN	64477	8707		LARRY ANDERSON		Check	
				E 01	300 296 201 000 305	Consult & Serv.fees, GB	02/07/2022	\$110.00
PO#:	Voucher #:	91144	Invoice	Invoice No:	02/07/2022	2/7/2022	Paid Amt:	\$110.00
							Check Amount:	\$110.00
2689	FIN	64478	8978		LYLE KRAMER		Check	
				E 01	300 296 201 000 305	Consult & Serv.fees, GB	02/07/2022	\$110.00
PO#:	Voucher #:	91145	Invoice	Invoice No:	02/07/2022	2/7/2022	Paid Amt:	\$110.00
							Check Amount:	\$110.00
2689	FIN	64479	9620		JOHN SCHUCK		Check	
				E 01	300 296 201 000 305	Consult & Serv.fees, GB	02/08/2022	\$110.00
PO#:	Voucher #:	91148	Invoice	Invoice No:	02/07/2022	2/7/2022	Paid Amt:	\$110.00
							Check Amount:	\$110.00
2689	FIN	64480	8707		LARRY ANDERSON		Check	
				E 01	300 296 201 000 305	Consult & Serv.fees, GB	02/08/2022	\$110.00
PO#:	Voucher #:	91146	Invoice	Invoice No:	02/0/2022	2/7/2022	Paid Amt:	\$110.00
							Check Amount:	\$110.00
2689	FIN	64481	9970		SYDNEY ROBERTS		Check	
				E 01	300 296 201 000 305	Consult & Serv.fees, GB	02/08/2022	\$110.00
PO#:	Voucher #:	91147	Invoice	Invoice No:	02/07/2022	2/7/2022	Paid Amt:	\$110.00
							Check Amount:	\$110.00

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	64482	8647		CHRISTOPHER BAUMBERGER		Check		
				E 01	300 296 201 000 305	Consult & Serv.fees, GB		02/11/2022	\$110.00
	PO#:	Voucher #:	91150	Invoice	Invoice No:	02/07/2022		2/7/2022	
							Paid Amt:	\$110.00	
							Check Amount:	\$110.00	
2689	FIN	64483	9620		JOHN SCHUCK		Check		
				E 01	300 296 201 000 305	Consult & Serv.fees, GB		02/11/2022	\$110.00
	PO#:	Voucher #:	91149	Invoice	Invoice No:	02/07/2022		2/7/2022	
							Paid Amt:	\$110.00	
							Check Amount:	\$110.00	
2689	FIN	64485	8470		BRIAN DANKS		Check		
				E 01	300 294 210 000 305	Consult & Serv.fees, WR		02/10/2022	\$225.00
	PO#:	Voucher #:	91151	Invoice	Invoice No:	02/07/2022		2/7/2022	
							Paid Amt:	\$225.00	
							Check Amount:	\$225.00	
2689	FIN	64486	9982		BOB GREY		Check		
				B 01	206 516	In and Out, SECTION ONE ACT 2022			\$962.00
	PO#:	Voucher #:	91153	Invoice	Invoice No:	02/07/2022		2/7/2022	
							Paid Amt:	\$962.00	
							Check Amount:	\$962.00	
2689	FIN	64487	8819		THERESA MARIE STANGLE		Check		
				E 01	300 294 203 000 305	Consult & Serv.fees, FB			\$154.53
	PO#:	Voucher #:	91154	Invoice	Invoice No:	02/07/2022		2/7/2022	
							Paid Amt:	\$154.53	
							Check Amount:	\$154.53	
2689	FIN	64488	3512		CHILDRENS CARE HOSP & SCHOOL		Check		
				E 01	100 411 000 000 392	to Out-of-State Dist, DEC 2021			\$1,072.95
				E 01	100 411 000 740 393	to Out-of-State Dist, DEC 2021			\$5,776.30
				E 01	103 412 000 000 392	to Out-of-State Dist, DEC 2021			\$214.59
				E 01	103 412 000 740 393	Sp Ed Contr Svcs Pup			\$706.41
	PO#:	Voucher #:	91163	Invoice	Invoice No:	02/08/2022		2/8/2022	
							Paid Amt:	\$7,770.25	
							Check Amount:	\$7,770.25	
2689	FIN	64489	4766		CHS/CENEX HARVEST STATES		Check		
				E 01	005 810 000 000 401	General Supplies			\$21.06
	PO#:	Voucher #:	91161	Invoice	Invoice No:	27118		2/8/2022	
							Paid Amt:	\$21.06	
							Check Amount:	\$21.06	
2689	FIN	64490	4661		DVS RENEWAL		Check		
				E 01	005 810 000 000 820	Dues & Membership, 2019 CHEV			\$19.25
	PO#:	Voucher #:	91159	Invoice	Invoice No:	00-028850323		2/8/2022	
							Paid Amt:	\$19.25	
							Check Amount:	\$19.25	

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	64491	6880		ITC		Check		
				E 01	006 810 000 000 320	Communications/Phone 2/1-2/28		\$38.82	
	PO#:	Voucher #:	91158	Invoice	Invoice No: 11404858	2/8/2022	Paid Amt:	\$38.82	
							Check Amount:	\$38.82	
2689	FIN	64492	7255		NATIONAL RECOGNITION PRODUCTS		Check		
				E 01	300 211 172 000 430	Instructional Supply		\$499.41	
	PO#:	Voucher #:	91156	Invoice	Invoice No: 4585155	2/8/2022	Paid Amt:	\$499.41	
							Check Amount:	\$499.41	
2689	FIN	64493	8018		OUTLAW CUSTOMS		Check		
				E 01	005 810 000 000 350	Repair&maint Service, SNOW REMOVAL JAN		\$3,073.75	
	PO#:	Voucher #:	91162	Invoice	Invoice No: 2314	2/8/2022	Paid Amt:	\$3,073.75	
							Check Amount:	\$3,073.75	
2689	FIN	64494	10017		SCHOOL SPECIALTY LLC		Check		
				E 01	300 420 000 740 433	Classroom Keepers Construction Paper Storage		\$30.44	
				E 01	300 420 000 740 433	Freight		\$5.89	
	PO#: 17724	Voucher #:	91155	Invoice	Invoice No: 208129379871	2/8/2022	Paid Amt:	\$36.33	
							Check Amount:	\$36.33	
2689	FIN	64495	3697		SW/WC SERVICE COOPERATIVE		Check		
				E 01	103 203 171 000 465	LAPTOPS AND DOCKS		\$3,896.50	
				E 01	103 720 000 000 465	LAPTOPS AND DOCKS		\$1,948.23	
	PO#: 17667	Voucher #:	91157	Invoice	Invoice No: 68481	2/8/2022	Paid Amt:	\$5,844.73	
							Check Amount:	\$5,844.73	
2689	FIN	64496	6446		TRANE		Check		
				E 01	005 810 000 000 350	Repair&maint Service		\$971.00	
	PO#:	Voucher #:	91160	Invoice	Invoice No: 312369536	2/8/2022	Paid Amt:	\$971.00	
							Check Amount:	\$971.00	
2689	FIN	64497	7882		C & B OPERATIONS LLC		Check		
				E 01	005 810 000 000 350	Repair&maint Service		\$24.28	
	PO#:	Voucher #:	91164	Invoice	Invoice No: 11403847	2/8/2022	Paid Amt:	\$24.28	
							Check Amount:	\$24.28	
2689	FIN	64498	9704		DAHL MOTORS, LLC		Check		
				E 01	005 810 011 155 550	Vehicles Purchased, SUBURBAN KEY		\$356.06	
	PO#:	Voucher #:	91170	Invoice	Invoice No: 255861	2/8/2022	Paid Amt:	\$356.06	
							Check Amount:	\$356.06	
2689	FIN	64499	5777		MACGILL & CO.		Check		
				E 01	300 720 000 000 401	#15548 Exsm paper case - Crepe 18'x25		\$29.99	
				E 01	300 720 000 000 401	#436 Disposable Pillow Cases		\$36.95	
				E 01	300 720 000 000 401	#17009 Huggies Baby Wipes		\$8.50	

Pipestone Area Schools ISD #2689

Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor				Pmt/Void Date	Pmt Type	
2689	FIN	64499	5777		MACGILL & CO.					Check	
				E 01	300	720	000	000	401	#16256 Lip guard - medi first	\$2.99
				E 01	300	720	000	000	401	#15236 RID lice elimination kit	\$21.25
				E 01	300	720	000	000	401	#385 Center handle lice comb	\$3.90
				E 01	300	720	000	000	401	#18180 Glucose Tablets	\$5.99
				E 01	300	720	000	000	401	#103001 Alcohol prep pads	\$5.36
	PO#: 17678	Voucher #:	91165	Invoice	Invoice No: 0774060				2/8/2022	Paid Amt: \$114.93	
									Check Amount: \$114.93		
2689	FIN	64500	9778		MORRIS AREA SCHOOL DISTRICT #2769					Check	
				E 01	300	294	210	000	369	Entry Fees/Student Travel, WR 2/12/2022	\$225.00
	PO#:	Voucher #:	91171	Invoice	Invoice No: 02/08/2022				2/8/2022	Paid Amt: \$225.00	
									Check Amount: \$225.00		
2689	FIN	64501	3697		SW/WC SERVICE COOPERATIVE					Check	
				E 01	300	291	224	000	369	Entry Fees/Student Travel	\$150.00
	PO#:	Voucher #:	91167	Invoice	Invoice No: 68436				2/8/2022	Paid Amt: \$150.00	
				E 01	300	211	000	000	394	to Non-Ed Agency, ALC-PIPESTONE	\$14,196.96
	PO#:	Voucher #:	91168	Invoice	Invoice No: 68505				2/8/2022	Paid Amt: \$14,196.96	
				E 01	005	411	000	740	396	Special Ed Purchased From Dist	\$3,283.72
				E 01	005	411	000	740	397	Sp Ed Benefits Purchased	\$1,116.57
				E 01	005	411	000	740	366	Travel	\$1,431.07
				E 01	005	408	000	740	396	Special Ed Purchased From Dist	\$2,842.09
				E 01	005	408	000	740	397	Sp Ed Benefits Purchased	\$966.31
				E 01	005	408	000	740	366	Travel	\$1,249.09
				E 01	100	412	000	740	396	Special Ed Purchased From Dist	\$14,798.25
				E 01	100	412	000	740	396	Special Ed Purchased From Dist	\$10,358.50
				E 01	005	404	000	740	396	Special Ed Purchased From Dist	\$15,177.75
				E 01	005	420	000	740	396	Special Ed Purchased From Dist	\$6,512.00
				E 01	005	420	000	740	396	Special Ed Purchased From Dist	\$5,243.50
				E 01	005	420	000	740	397	Sp Ed Benefits Purchased	\$1,782.79
				E 01	005	420	000	740	366	Travel	\$1,756.46
				E 01	300	211	000	000	390	to Other MN District	\$11,642.15
				E 01	005	401	000	740	396	Special Ed Purchased From Dist	\$16,850.75
				E 01	005	401	000	740	396	Special Ed Purchased From Dist	\$16,850.75
				E 01	005	405	000	740	396	Special Ed Purchased From Dist	\$3,716.00
				E 01	005	405	000	740	396	Special Ed Purchased From Dist	\$0.00
	PO#:	Voucher #:	91169	Invoice	Invoice No: 68563				2/8/2022	Paid Amt: \$115,577.75	
									Check Amount: \$129,924.71		

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	64502	3697		SW/WC SERVICE COOPERATIVE		Check		
				E 01	005 605 000 000 316	Tech Services Purchased Coop, DEC. 2021		\$7,897.50	
	PO#:	Voucher #:	91166	Invoice	Invoice No: 68406	2/8/2022	Paid Amt:	\$7,897.50	
							Check Amount:	\$7,897.50	
2689	FIN	64503	4464		PIPESTONE GRAIN COMPANY		Check		
				E 01	005 810 000 000 401	General Supplies		\$1,162.99	
	PO#:	Voucher #:	91172	Invoice	Invoice No: 3 512381	2/8/2022	Paid Amt:	\$1,162.99	
							Check Amount:	\$1,162.99	
2689	FIN	64504	00300		PIPESTONE PUBLISHING CO INC		Check		
				E 01	005 010 000 000 305	Consult & Serv.fees, JAN 2022		\$1,583.89	
	PO#:	Voucher #:	91173	Invoice	Invoice No: 02/08/2022	2/8/2022	Paid Amt:	\$1,583.89	
							Check Amount:	\$1,583.89	
2689	FIN	64505	9074		A-OX WELDING SUPPLY INC		Check		
				E 01	300 301 501 830 433	Individualized Mat.		\$146.84	
	PO#:	Voucher #:	91179	Invoice	Invoice No: 00261858	2/8/2022	Paid Amt:	\$146.84	
							Check Amount:	\$146.84	
2689	FIN	64506	8056		CELEBRATION OF MUSIC		Check		
				E 01	300 258 233 000 369	Entry Fees/Student Travel, BAND		\$90.00	
	PO#:	Voucher #:	91180	Invoice	Invoice No: 02/08/2022	2/8/2022	Paid Amt:	\$90.00	
							Check Amount:	\$90.00	
2689	FIN	64507	00372		STURDEVANTS AUTO SUPPLY INC.		Check		
				E 01	005 810 000 000 401	General Supplies		\$159.99	
	PO#:	Voucher #:	91178	Invoice	Invoice No: 231696	2/8/2022	Paid Amt:	\$159.99	
							Check Amount:	\$159.99	
2689	FIN	64508	6446		TRANE		Check		
				E 01	005 810 000 000 401	General Supplies		\$53.59	
	PO#:	Voucher #:	91174	Invoice	Invoice No: 11382196	2/8/2022	Paid Amt:	\$53.59	
				E 01	005 810 000 000 350	Repair&maint Service		\$2,500.00	
	PO#:	Voucher #:	91175	Invoice	Invoice No: 312276564	2/8/2022	Paid Amt:	\$2,500.00	
				E 01	005 810 000 000 350	Repair&maint Service		\$1,807.76	
	PO#:	Voucher #:	91176	Invoice	Invoice No: 312281692	2/8/2022	Paid Amt:	\$1,807.76	
				E 01	005 810 000 000 350	Repair&maint Service		\$611.00	
	PO#:	Voucher #:	91177	Invoice	Invoice No: 312378829	2/8/2022	Paid Amt:	\$611.00	
							Check Amount:	\$4,972.35	
2689	FIN	64509	7051		FIRST STATE BANK SOUTHWEST		Check		
				E 01	300 865 000 379 350	Repair&maint Service		\$8,115.40	
	PO#:	Voucher #:	91182	Invoice	Invoice No: 02/08/2022	2/8/2022	Paid Amt:	\$8,115.40	
							Check Amount:	\$8,115.40	

Pipestone Area Schools ISD #2689

Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	64510	3763		AUTOMATIC BUILDING CONTROLS		Check		
				E 01	300 865 000 363 350	Repair&maint Service		\$360.00	
				E 01	300 865 000 347 350	Repair&maint Service		\$480.00	
				E 01	103 865 000 363 350	Repair&maint Service		\$120.00	
PO#:	Voucher #:	91194	Invoice	Invoice No:	178609	2/9/2022	Paid Amt:	\$960.00	
							Check Amount:	\$960.00	
2689	FIN	64511	01643		BALE COMPANY		Check		
				E 01	300 211 172 000 430	BRM402-OSS 3" Language Arts Medallion Fin		\$15.60	
				E 01	300 211 172 000 430	BRM401-OSS 3"Mathematics Medallion Fin 13		\$15.60	
				E 01	300 211 172 000 430	BRM76-OSS 3" Science Medallion Fin 13FM		\$15.60	
				E 01	300 211 172 000 430	BRM400-OSS 3" Social Studies Medallion Fin		\$15.60	
				E 01	300 211 172 000 430	D17578 Principal Medallion Fin 13 FM		\$117.95	
				E 01	300 211 172 000 430	Green/White Neck Ribbons		\$30.60	
				E 01	300 211 172 000 430	Freight		\$15.25	
PO#: 17713	Voucher #:	91192	Invoice	Invoice No:	633571	2/9/2022	Paid Amt:	\$226.20	
							Check Amount:	\$226.20	
2689	FIN	64512	00256		HILLYARD INC/ SIOUX FALLS		Check		
				E 01	005 810 000 000 401	General Supplies		\$613.93	
PO#:	Voucher #:	91193	Invoice	Invoice No:	604630292	2/9/2022	Paid Amt:	\$613.93	
							Check Amount:	\$613.93	
2689	FIN	64513	9994		QUADIENT FINANCE USA, INC		Check		
				E 01	005 110 000 000 370	Rentals & Leases POSTAGE		\$2,000.00	
PO#:	Voucher #:	91184	Invoice	Invoice No:	7900044080886389	2/9/2022	Paid Amt:	\$2,000.00	
							Check Amount:	\$2,000.00	
2689	FIN	64514	9581		SOUTH DAKOTA STATE UNIVERSITY		Check		
				E 01	300 258 233 000 369	Entry Fees/Student Travel		\$200.00	
PO#:	Voucher #:	91185	Invoice	Invoice No:	02/09/2022	2/9/2022	Paid Amt:	\$200.00	
							Check Amount:	\$200.00	
2689	FIN	64515	6828		Van Dyke Sanitation, Inc		Check		
				E 01	005 810 182 000 330	Garbage		\$415.34	
PO#:	Voucher #:	91183	Invoice	Invoice No:	5953	2/9/2022	Paid Amt:	\$415.34	
							Check Amount:	\$415.34	
2689	FIN	64516	10083		PIPESTONE AREA FRIENDS OF THE LIBRARY		Check		
				E 01	005 010 113 000 305	Consult & Serv.fees		\$580.00	
PO#:	Voucher #:	91195	Invoice	Invoice No:	59-CV-21-142	2/9/2022	Paid Amt:	\$580.00	
							Check Amount:	\$580.00	

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
2689	FIN	64517	00372		STURDEVANTS AUTO SUPPLY INC.		Check
				E 01	005 810 000 000 401 General Supplies		\$95.12
	PO#:	Voucher #:	91196	Invoice	Invoice No: 01367	2/9/2022	Paid Amt: \$95.12
							Check Amount: \$95.12
2689	FIN	64518	10084		KIDBETTER BOOKS		Check
				E 01	103 216 635 401 303 Fed Sub Awards Under \$25,000		\$1,454.00
	PO#:	Voucher #:	91197	Invoice	Invoice No: 22-0099	2/9/2022	Paid Amt: \$1,454.00
							Check Amount: \$1,454.00
2689	FIN	64519	5949		CDW GOVERNMENT, INC.		Check
				E 04	005 505 000 321 466 Instructional Technology Devic		\$459.40
	PO#:	Voucher #:	91198	Invoice	Invoice No: P531789	2/10/2022	Paid Amt: \$459.40
				E 01	103 620 591 000 401 General Supplies		\$141.56
	PO#:	Voucher #:	91199	Invoice	Invoice No: R646844	2/10/2022	Paid Amt: \$141.56
							Check Amount: \$600.96
2689	FIN	64520	3920		CENTER POINT INC.		Check
				E 04	005 591 000 000 470 Library Books		\$275.04
	PO#:	Voucher #:	91205	Invoice	Invoice No: 1908240	2/10/2022	Paid Amt: \$275.04
							Check Amount: \$275.04
2689	FIN	64521	10053		COORDINATED BUSINESS SERVICES LTD		Check
				E 01	005 110 000 000 370 Rentals & Leases, 1/1-1/31		\$5,266.08
	PO#:	Voucher #:	91207	Invoice	Invoice No: 2000025	2/10/2022	Paid Amt: \$5,266.08
							Check Amount: \$5,266.08
2689	FIN	64522	9535		CREATIVE PRODUCT SOURCE INC		Check
				E 04	005 591 000 000 401 General Supplies		\$314.69
	PO#:	Voucher #:	91204	Invoice	Invoice No: CPI093284	2/10/2022	Paid Amt: \$314.69
							Check Amount: \$314.69
2689	FIN	64523	9564		GOPHERMODS		Check
				E 01	005 605 150 000 456 Instructional Tech Supplies		\$3,294.00
	PO#:	Voucher #:	91206	Invoice	Invoice No: 3585	2/10/2022	Paid Amt: \$3,294.00
							Check Amount: \$3,294.00
2689	FIN	64524	7865		MUSIC STREET		Check
				E 01	300 258 233 000 350 Repair&maint Service		\$40.12
	PO#:	Voucher #:	91200	Invoice	Invoice No: 103915	2/10/2022	Paid Amt: \$40.12
				E 01	300 258 233 000 401 General Supplies		\$85.00
	PO#:	Voucher #:	91201	Invoice	Invoice No: 104423	2/10/2022	Paid Amt: \$85.00
				E 01	300 258 233 000 350 Repair&maint Service		\$90.00
	PO#:	Voucher #:	91202	Invoice	Invoice No: 104489	2/10/2022	Paid Amt: \$90.00

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Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	64524	7865		MUSIC STREET		Check		
				E 01	300 258 233 000 401	General Supplies		\$248.88	
	PO#:	Voucher #:	91203	Invoice	Invoice No: 104533	2/10/2022	Paid Amt:	\$248.88	
							Check Amount:	\$464.00	
2689	FIN	64525	6836		Midwest Alarm		Check		
				E 06	005 870 000 000 555	Technology Equipment		\$518.75	
	PO#:	Voucher #:	91208	Invoice	Invoice No: 300312	2/10/2022	Paid Amt:	\$518.75	
							Check Amount:	\$518.75	
2689	FIN	64526	9966		AUSTIN AXFORD		Check		
				E 01	300 294 210 000 305	Consult & Serv.fees, WR	02/10/2022	\$246.80	
	PO#:	Voucher #:	91209	Invoice	Invoice No: 02/10/2022	2/10/2022	Paid Amt:	\$246.80	
							Check Amount:	\$246.80	
2689	FIN	64527	3763		AUTOMATIC BUILDING CONTROLS		Check		
				E 01	300 865 000 363 350	Repair&maint Service		\$6,171.00	
	PO#:	Voucher #:	91211	Invoice	Invoice No: 230916	2/11/2022	Paid Amt:	\$6,171.00	
							Check Amount:	\$6,171.00	
2689	FIN	64528	00096		EDGERTON CHRISTIAN ELEM		Check		
				E 03	005 760 000 720 360	Transp Cntrt W/Public Reg,	JAN 2022	\$2,869.20	
	PO#:	Voucher #:	91210	Invoice	Invoice No: 02/11/2022	2/11/2022	Paid Amt:	\$2,869.20	
							Check Amount:	\$2,869.20	
2689	FIN	64529	5354		LAKESHORE LEARNING MATERIALS		Check		
				E 01	103 203 171 000 430	LL862 - Non-Fiction comprehension Quickie C		\$29.99	
				E 01	103 203 171 000 430	BA307 - Comprehension skills practice cards		\$39.99	
				E 01	103 203 171 000 430	SHIPPING		\$6.99	
	PO#: 17723	Voucher #:	91213	Invoice	Invoice No: 331144013122	2/14/2022	Paid Amt:	\$76.97	
							Check Amount:	\$76.97	
2689	FIN	64530	8925		VAST BROADBAND		Check		
				E 01	300 810 000 000 320	Communications/Phone		\$1,637.81	
	PO#:	Voucher #:	91212	Invoice	Invoice No: 000459101	2/14/2022	Paid Amt:	\$1,637.81	
							Check Amount:	\$1,637.81	
2689	FIN	64531	9595		BOB DOLAN		Check		
				E 01	300 296 201 000 305	Consult & Serv.fees, GB	02/18/2022	\$110.00	
	PO#:	Voucher #:	91216	Invoice	Invoice No: 02/14/2022	2/14/2022	Paid Amt:	\$110.00	
							Check Amount:	\$110.00	
2689	FIN	64532	9945		EDWARD WATTS		Check		
				E 01	300 296 201 000 305	Consult & Serv.fees, GB	02/18/2022	\$150.00	
	PO#:	Voucher #:	91214	Invoice	Invoice No: 02/14/2022	2/14/2022	Paid Amt:	\$150.00	
							Check Amount:	\$150.00	

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Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	64533	9978		MICHAEL FIXSEN		Check		
				E 01	300 296 201 000 305	Consult & Serv.fees, GB 02/18/2022		\$110.00	
	PO#:	Voucher #:	91215	Invoice	Invoice No: 02/14/2022	2/14/2022	Paid Amt:	\$110.00	
							Check Amount:	\$110.00	
2689	FIN	64534	7457		KEVIN DEBOER		Check		
				E 01	300 294 201 000 305	Consult & Serv.fees, BB 02/19/22		\$120.00	
	PO#:	Voucher #:	91218	Invoice	Invoice No: 02/14/2022	2/14/2022	Paid Amt:	\$120.00	
							Check Amount:	\$120.00	
2689	FIN	64535	6738		SCOTT BEEKMAN		Check		
				E 01	300 294 201 000 305	Consult & Serv.fees, BB 02/19/22		\$120.00	
	PO#:	Voucher #:	91217	Invoice	Invoice No: 02/14/2022	2/14/2022	Paid Amt:	\$120.00	
							Check Amount:	\$120.00	
2689	FIN	64536	6731		STEVE VERKINDEREN		Check		
				E 01	300 294 201 000 305	Consult & Serv.fees, BB 02/19/22		\$120.00	
	PO#:	Voucher #:	91219	Invoice	Invoice No: 02/14/2022	2/14/2022	Paid Amt:	\$120.00	
							Check Amount:	\$120.00	
2689	FIN	64537	00091		MN DEPT. OF PUBLIC SAFETY		Check		
				E 01	005 865 000 349 305	Consult & Serv.fees		\$25.00	
	PO#:	Voucher #:	91220	Invoice	Invoice No: 5907500302021	2/14/2022	Paid Amt:	\$25.00	
							Check Amount:	\$25.00	
2689	FIN	64538	9518		INNOVATIVE OFFICE SOLUTIONS LLC		Check		
				E 01	005 020 000 000 401	General Supplies		\$67.16	
	PO#:	Voucher #:	91222	Invoice	Invoice No: 3655467	2/15/2022	Paid Amt:	\$67.16	
							Check Amount:	\$67.16	
2689	FIN	64539	9156		LIBERTY MUTUAL INSURANCE		Check		
				E 01	005 940 000 000 340	Property Insurance, AUTO		\$956.00	
	PO#:	Voucher #:	91224	Invoice	Invoice No: 14174500	2/15/2022	Paid Amt:	\$956.00	
							Check Amount:	\$956.00	
2689	FIN	64540	01300		PIPESTONE CO. MEDICAL CENTER		Check		
				E 01	103 420 000 740 394	to Non-Ed Agency JAN 2022		\$3,285.04	
	PO#:	Voucher #:	91223	Invoice	Invoice No: PI PIP JAS S	2/15/2022	Paid Amt:	\$3,285.04	
							Check Amount:	\$3,285.04	
2689	FIN	64541	00123		PIPESTONE INTERIORS LLC		Check		
				E 01	300 810 000 000 350	Repair&maint Service		\$870.00	
	PO#:	Voucher #:	91221	Invoice	Invoice No: 715721	2/15/2022	Paid Amt:	\$870.00	
							Check Amount:	\$870.00	

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Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	64542	5983		SIOUX VALLEY ENERGY		Check		
				E 01 005 810 000 000 330	Utilities - Electricity, JAN 22			\$14,764.00	
PO#:	Voucher #:	91225	Invoice	Invoice No:	7058684000	2/15/2022	Paid Amt:	\$14,764.00	
				E 01 300 810 184 000 330	Utilities - Electricity, FLASHING LIGHT JAN 22			\$97.00	
PO#:	Voucher #:	91226	Invoice	Invoice No:	7058684200	2/15/2022	Paid Amt:	\$97.00	
								Check Amount:	\$14,861.00
2689	FIN	64543	9768		W.L. HALL CO		Check		
				E 01 300 865 000 368 520	Build Acq/Construct, SKYLIGHT, REPAIRS			\$19,187.00	
PO#:	Voucher #:	91227	Invoice	Invoice No:	45195	2/15/2022	Paid Amt:	\$19,187.00	
								Check Amount:	\$19,187.00
2689	FIN	64544	5354		LAKESHORE LEARNING MATERIALS		Check		
				E 01 103 201 173 000 430	LM426 Splash! Jr. - Learning Games - set of			\$89.97	
				E 01 103 201 173 000 430	SHIPPING			\$0.00	
PO#: 17727	Voucher #:	91229	Invoice	Invoice No:	603457020822	2/16/2022	Paid Amt:	\$89.97	
				E 01 103 203 171 000 430	EE501 Building Fluency card bank - 1-3			\$69.99	
				E 01 103 203 171 000 430	EE503 Building Fluency Card Bank - 4-6			\$69.99	
				E 01 103 203 171 000 430	PP467 Reading Comprehension Gr 2-3			\$69.99	
				E 01 103 203 171 000 430	SHIPPING			\$0.00	
PO#: 17729	Voucher #:	91230	Invoice	Invoice No:	603929020722	2/16/2022	Paid Amt:	\$209.97	
								Check Amount:	\$299.94
2689	FIN	64545	5947		SCHOOL SPECIALTY INC		Check		
				E 01 103 203 171 000 430	2002753 - School Smart washable tempera - q			\$31.12	
				E 01 103 203 171 000 430	2002762 - School Smart washable tempera pa			\$19.45	
PO#: 17726	Voucher #:	91231	Invoice	Invoice No:	208129421024	2/16/2022	Paid Amt:	\$50.57	
								Check Amount:	\$50.57
2689	FIN	64546	10017		SCHOOL SPECIALTY LLC		Check		
				E 01 103 050 171 000 401	General Supplies			\$74.60	
PO#:	Voucher #:	91232	Invoice	Invoice No:	208129424430	2/16/2022	Paid Amt:	\$74.60	
								Check Amount:	\$74.60
2689	FIN	64547	7716		VERIZON WIRELESS		Check		
				E 01 300 810 000 000 320	Communications/Phone, 2/9-3/8			\$36.02	
PO#:	Voucher #:	91228	Invoice	Invoice No:	9899105118	2/16/2022	Paid Amt:	\$36.02	
								Check Amount:	\$36.02
								Report Total:	\$703,360.06

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
2689	HS	52105	7485		AMY LORANG		Check
				E 21	005 298 925 301 401 French Club		\$121.67
PO#:	Voucher #:	90965	Invoice	Invoice No:	01/17/2022	1/17/2022	Paid Amt: \$121.67
							Check Amount: \$121.67
2689	HS	52106	5249		VISA		Check
				E 21	005 298 922 301 401 FFA		\$493.00
				E 21	005 298 935 301 401 National Honor Society		\$91.50
PO#:	Voucher #:	91068	Invoice	Invoice No:	0671	1/24/2022	Paid Amt: \$584.50
							Check Amount: \$584.50
2689	HS	52108	7485		AMY LORANG		Check
				E 21	005 298 925 301 401 French Club		\$41.21
PO#:	Voucher #:	91110	Invoice	Invoice No:	02/01/2022	2/1/2022	Paid Amt: \$41.21
							Check Amount: \$41.21
2689	HS	52109	01622		PEPSI-COLA BOTTLING CO.		Check
				E 21	005 298 956 301 401 Winter Concessions		\$2,802.80
PO#:	Voucher #:	91181	Invoice	Invoice No:	03135	2/8/2022	Paid Amt: \$2,802.80
							Check Amount: \$2,802.80
2689	HS	52111	5249		VISA		Check
				E 21	005 298 922 301 401 FFA		\$9.88
				E 21	005 298 922 301 401 FFA		\$39.98
				E 21	005 298 913 301 401 Baseball		\$1,000.00
PO#:	Voucher #:	91265	Invoice	Invoice No:	0671	2/22/2022	Paid Amt: \$1,049.86
							Check Amount: \$1,049.86
							Report Total: \$4,600.04

Enrollment		ECSE	K	1	2	3	4	5	6	7	8	9	10	11	12	Colony	Total	School Readiness
	2009-2010	35	106	86	74	93	64	76	85	87	76	88	86	94	91	24	1165	35
	2010-2011	33	107	86	86	70	90	69	78	83	89	86	75	78	89	22	1141	35
	2011-2012	35	97	92	83	88	71	91	69	77	82	98	85	78	79	22	1147	35
	2012-2013	45	96	96	87	86	83	72	94	69	75	98	87	78	70	24	1160	35
	2013-2014	36	90	87	92	86	87	82	78	99	65	87	84	77	73	22	1145	34
	2014-2015	30	89	88	85	92	79	90	86	71	104	69	73	79	77	25	1137	47
	2015-2016	28	90	86	86	86	100	82	92	86	67	111	61	80	73	19	1147	43
	2016-2017	31	96	80	88	80	83	99	82	93	78	78	103	57	73	19	1140	45
	2017-2018	30	95	92	73	84	79	86	103	86	84	88	71	101	54	17	1143	95
	2018-2019	36	103	74	86	73	79	81	82	101	80	88	85	71	99	18	1156	92
	2019-2020	28	107	91	73	84	69	83	81	81	102	87	86	79	65	15	1131	81
	2020-2021	30	82	80	79	71	82	77	75	80	77	110	81	75	82	14	1095	66
	2021-2022	24	107	79	84	78	70	91	72	76	82	81	104	72	72	12	1104	80
January																		
	2005-2006	28	69	73	76	85	87	83	98	91	103	100	86	106	89	28	1225	33
	2006-2007	32	91	65	75	77	89	82	81	97	95	108	84	88	103	25	1192	32
	2007-2008	35	86	94	60	76	79	90	87	85	95	101	99	87	83	26	1183	33
	2008-2009	38	92	74	96	70	76	84	91	87	79	95	98	93	81	24	1178	34
	2009-2010	35	105	86	72	93	63	77	84	87	77	89	84	94	91	24	1161	36
	2010-2011	40	106	86	85	70	90	70	77	84	88	88	75	79	90	22	1150	36
	2011-2012	38	98	91	83	88	72	93	69	76	83	99	85	78	79	22	1154	35
	2012-2013	44	95	95	86	85	82	74	94	69	73	97	87	77	69	24	1151	35
	2013-2014	37	90	86	93	84	90	81	78	98	63	86	85	80	75	22	1148	34
	2014-2015	32	88	87	85	93	79	89	85	72	104	68	73	80	78	24	1137	48
	2015-2016	30	89	88	86	86	99	83	95	86	68	109	62	80	73	19	1153	43
	2016-2017	31	96	79	86	79	83	99	82	93	77	78	106	57	72	19	1137	66
	2017-2018	33	94	92	73	83	79	84	104	86	82	88	71	99	52	17	1137	92
	2018-2019	36	102	74	86	74	79	82	82	103	81	88	85	71	97	18	1158	94
	2019-2020	28	109	90	71	83	70	82	81	82	103	87	85	79	65	15	1130	79
	2020-2021	31	84	80	78	70	83	77	76	80	76	110	78	75	79	14	1091	68
	2021-2022	25	107	81	84	78	70	91	72	76	81	84	104	75	72	12	1112	82
February																		
	2005-2006	29	67	74	74	85	86	83	99	91	103	101	84	105	88	28	1224	33
	2006-2007	38	91	63	76	78	88	81	79	96	95	108	84	89	106	25	1197	32

Enrollment		ECSE	K	1	2	3	4	5	6	7	8	9	10	11	12	Colony	Total	School Readiness
	2007-2008	36	86	94	60	76	80	89	87	87	95	101	98	88	79	26	1182	33
	2008-2009	42	93	73	95	67	75	83	88	86	80	97	96	95	81	26	1177	34
	2009-2010	38	100	86	71	92	63	77	84	88	76	92	81	96	91	24	1159	37
	2010-2011	40	105	83	85	70	91	71	75	84	88	88	75	79	90	22	1146	36
	2011-2012	41	98	89	81	89	72	93	71	76	83	100	86	78	76	22	1155	36
	2012-2013	45	95	95	86	86	82	75	95	69	73	96	87	76	67	24	1151	35
	2013-2014	37	89	87	91	83	88	80	77	98	63	85	86	73	78	22	1137	34
	2014-2015	32	88	88	85	93	79	89	84	71	103	68	75	77	78	24	1134	48
	2015-2016	30	91	89	86	86	100	83	96	86	68	110	63	80	75	19	1162	43
	2016-2017	32	96	79	85	80	82	97	81	91	79	77	109	53	70	19	1130	66
	2017-2018	33	95	91	73	85	80	86	103	87	82	90	72	97	53	17	1144	93
	2018-2019	37	102	74	86	74	79	81	82	103	80	92	82	68	98	18	1156	94
	2020-2021	30	108	88	71	84	70	82	81	81	103	85	84	79	65	15	1126	79
	2021-2022	30	105	81	82	77	70	88	70	76	79	81	104	76	72	12	1103	87
March																		
	2005-2006	29	69	74	74	85	87	83	101	92	105	101	85	104	88	28	1220	33
	2006-2007	41	92	63	77	78	87	81	79	96	94	109	84	86	106	25	1198	32
	2007-2008	36	84	94	60	77	81	90	88	87	95	100	96	89	79	26	1182	33
	2008-2009	44	92	74	95	66	76	83	88	85	80	98	95	96	80	26	1178	35
	2009-2010	43	99	86	70	92	62	77	84	86	76	89	81	97	92	24	1158	35
	2010-2011	41	106	83	85	69	91	71	75	83	88	90	75	79	90	22	1148	34
	2011-2012	42	100	88	83	89	73	93	71	77	84	99	86	79	76	22	1162	34
	2012-2013	45	95	96	85	86	82	75	95	69	72	96	86	76	66	24	1148	35
	2013-2014	37	91	87	91	83	88	80	76	98	64	85	86	75	78	22	1141	34
	2014-2015	33	88	86	86	94	79	90	84	71	103	67	75	78	77	24	1135	49
	2015-2016	28	90	89	84	86	101	83	95	84	68	108	60	80	75	18	1149	42
	2016-2017	34	96	79	86	82	82	97	81	91	79	77	111	53	72	19	1139	71
	2017-2018	33	95	91	72	85	79	86	102	84	82	90	72	97	52	17	1137	93
	2018-2019	38	102	74	86	74	79	81	82	103	79	92	80	68	98	18	1154	93
	2019-2020	31	102	88	71	84	70	82	81	81	103	85	85	79	67	15	1124	79
	2020-2021	34	87	78	79	71	84	73	77	81	79	108	76	74	77	14	1092	74
April																		
	2005-2006	30	69	73	74	84	88	83	101	93	105	101	85	104	88	28	1219	33

Enrollment		ECSE	K	1	2	3	4	5	6	7	8	9	10	11	12	Colony	Total	School Readiness
August	2016-2017	20	97	78	89	82	82	99	82	93	80	81	105	57	83	19	1147	45
	2017-2018	26	101	91	75	86	82	86	103	84	87	91	73	104	56	17	1162	
	2018-2019	30	105	76	90	71	85	79	86	103	81	85	95	69	96	18	1169	90
	2019-2020	22	109	87	74	86	73	80	83	80	105	83	89	78	73	15	1137	73
	2020-2021	25	86	79	79	69	84	73	78	81	79	108	86	80	83	14	1104	67
	2021-2022	23	101	78	81	82	71	86	73	77	79	79	112	74	72	12	1100	68
September	2004-2005	18	80	78	81	85	80	85	100	106	92	93	108	95	95	27	1243	
	2005-2006	16	69	70	71	84	86	80	95	94	105	103	90	112	90	28	1211	33
	2006-2007	19	96	61	77	77	85	83	81	100	93	111	86	91	106	25	1191	32
	2007-2008	37	82	92	59	74	78	93	82	84	97	103	101	88	84	23	1177	32
	2008-2009	28	91	77	93	71	77	85	89	85	82	95	99	94	85	24	1175	34
	2009-2010	29	104	84	75	93	65	81	89	87	79	89	91	96	92	24	1178	35
	2010-2011	35	108	86	85	71	93	70	79	84	90	91	75	81	90	22	1160	33
	2011-2012	33	98	94	82	88	72	90	70	77	83	98	86	79	80	22	1152	34
	2012-2013	36	96	93	87	81	83	76	94	69	75	97	90	80	71	24	1152	34
	2013-2014	41	89	88	96	87	91	80	78	97	64	79	91	77	74	22	1154	34
	2014-2015	31	89	87	85	94	82	92	84	73	108	71	75	77	78	24	1150	46
	2015-2016	28	88	85	85	87	100	82	93	87	68	112	64	79	73	19	1150	37
	2016-2017	24	100	79	90	79	84	100	82	93	79	80	105	57	76	19	1147	42 (plus 16 in ECSE)
	2017-2018	28	96	92	73	85	80	86	103	84	88	91	72	101	56	17	1152	90
	2018-2019	35	102	74	86	72	82	79	82	98	79	88	86	73	97	18	1151	95
	2019-2020	25	105	88	73	83	68	83	80	78	107	87	86	79	67	15	1124	78
	2020-2021	25	83	77	78	69	84	75	78	80	76	108	81	77	83	14	1088	63
	2021-2022	24	105	78	80	82	71	89	73	76	80	78	108	72	75	12	1103	75
October																		
(MARSS)	2005-2006	17	69	70	73	84	86	80	95	93	103	103	91	113	90	28	1217	33
	2006-2007	21	95	63	77	77	87	81	82	100	94	111	86	90	104	25	1193	32
	2007-2008	30	85	91	59	74	79	94	84	85	96	102	100	88	85	23	1175	32
	2008-2009	32	92	75	93	69	78	84	90	83	81	95	100	95	82	24	1173	34
	2009-2010	32	104	84	73	93	64	79	86	87	78	89	89	94	91	24	1167	35
	2010-2011	33	107	85	85	71	89	69	79	83	89	89	74	78	89	22	1142	34

Enrollment		ECSE	K	1	2	3	4	5	6	7	8	9	10	11	12	Colony	Total	School Readiness
	2011-2012	33	98	93	81	87	72	91	69	77	83	99	87	78	79	22	1149	35
	2012-2013	38	95	93	87	81	82	75	93	69	74	97	89	79	72	24	1148	34
	2013-2014	37	89	88	94	87	88	81	79	98	65	86	88	81	73	22	1156	34
	2014-2015	31	89	87	86	94	82	91	85	73	106	72	73	77	78	24	1148	47
	2015-2016	29	88	85	85	85	100	81	91	87	68	111	62	80	72	20	1144	39
	2016-2017	26	99	80	88	79	84	100	81	92	78	80	104	56	75	19	1141	46 (\$ped included)
	2017-2018	28	95	92	73	85	80	85	102	86	84	91	72	101	54	17	1145	93
	2018-2019	33	100	74	86	72	80	79	81	97	77	88	84	72	95	18	1136	93
	2019-2020	25	104	89	73	83	68	83	78	78	104	85	84	79	65	15	1113	78
	2020-2021	27	83	79	77	71	84	76	79	80	75	107	81	76	80	14	1089	66
	2021-2022	24	106	78	81	82	70	90	74	76	81	79	107	72	73	12	1105	78
November																		
	2005-2006	17	68	72	75	84	87	81	97	93	103	99	86	109	90	28	1211	33
	2006-2007	32	93	64	76	76	88	82	81	99	93	109	83	90	102	25	1193	32
	2007-2008	32	88	92	60	75	79	94	85	85	96	100	99	87	83	26	1181	33
	2008-2009	36	91	76	94	68	78	84	90	84	80	94	101	95	81	24	1176	34
	2009-2010	34	105	86	73	94	65	78	85	88	77	89	86	95	92	24	1171	35
	2010-2011	32	108	86	86	71	90	69	78	83	89	87	75	78	91	22	1145	34
	2011-2012	33	98	92	82	88	72	91	67	77	82	98	85	78	79	22	1144	35
	2012-2013	45	94	94	86	82	82	73	95	69	74	97	87	78	71	24	1151	34
	2013-2014	36	90	87	94	87	88	80	78	98	66	86	88	82	73	22	1155	34
	2014-2015	30	88	88	86	92	80	90	86	73	106	71	74	78	78	24	1144	47
	2015-2016	26	90	86	85	86	100	82	92	86	67	111	62	79	73	20	1145	43
	2016-2017	30	96	80	89	79	82	98	81	92	78	79	103	54	73	19	1133	44 (\$ped Inc)
	2017-2018	29	97	93	73	85	80	86	102	86	84	90	71	101	54	17	1148	95
	2018-2019	34	101	74	87	73	80	80	80	100	78	87	84	71	97	18	1144	90
	2019-2020	26	106	92	73	84	69	84	82	81	103	87	86	79	65	15	1132	78
	2020-2021	28	82	81	79	71	84	77	77	80	77	108	81	76	82	14	1097	66
	2021-2022	24	109	80	84	79	70	90	74	76	82	80	106	71	72	12	1109	79
December																		
	2005-2006	27	68	72	76	84	87	82	98	92	103	98	86	110	90	28	1223	33
	2006-2007	31	92	65	76	76	88	82	80	97	93	109	84	89	102	25	1189	32
	2007-2008	31	88	93	60	75	79	92	85	84	95	100	99	87	83	26	1177	33
	2008-2009	38	92	74	95	70	78	84	89	86	79	94	100	95	81	24	1179	34

Adopted: 9/18/1995

PAS Policy 102

Revised: 9/6/2005, 4/24/2017, 2/26/2018, 8/27-2018

Orig. 1995

Revised: 2-28-2022

Rev. 2021

102 EQUAL EDUCATIONAL OPPORTUNITY

I. PURPOSE

The purpose of this policy is to ensure that equal educational opportunity is provided for all students of the school district.

II. GENERAL STATEMENT OF POLICY

- A. The policy of the school district is to provide equal educational opportunity for all students. The school district does not unlawfully discriminate on the basis of race, color, creed, religion, national origin, sex, marital status, parental status, status with regard to public assistance, disability, sexual orientation, including gender identity and expression, or age. The school district also makes reasonable accommodations for students with disabilities.
- B. The school district prohibits harassment and discrimination of any individual based on any of the protected classifications listed above. For information about the types of conduct that constitute violation of the school district's policy on harassment and violence and the school district's procedures for addressing such complaints, refer to the school district's policy on harassment and violence (Policy 413).
- C. The school district prohibits discrimination of students with a disability, within the intent of Section 504 of the Rehabilitation Act of 1973 ("Section 504"), who need services, accommodations, or programs in order to receive a free appropriate public education. For information as to protections that may apply pursuant to Section 504 and the school district's corresponding procedures for addressing disability discrimination complaints, refer to the school district's policy on student disability nondiscrimination (Policy 521).
- D. The school district prohibits sexual harassment discrimination of any individual on the basis of sex in its education programs or activities. For information as to the protections that apply pursuant to Title IX and school district's corresponding procedures and processes for addressing sexual harassment and discrimination, refer to the school district's policy on Title IX sex nondiscrimination (Policy 522).
- E. This policy applies to all areas of education including academics, coursework, co-curricular and extracurricular activities, or other rights or privileges of enrollment.
- F. Every school district employee shall be responsible for complying with this policy.

- G. Any student, parent, or guardian having a question regarding this policy should discuss it with the appropriate school district official as provided by policy. In the absence of a specific designee, an inquiry or a complaint should be referred to the superintendent.

III. GRIEVANCE PROCEDURE FOR COMPLAINTS OF DISCRIMINATION

The following grievance procedure applies to claims of sex, disability, and racial discrimination:

- A. Any person who believes he or she has been the victim of unlawful discrimination or any person with knowledge or belief of conduct that may constitute unlawful discrimination shall report the alleged acts immediately to an appropriate school district official designated by this policy. The complaint must be filed within 90 calendar days of the alleged violation.
- B. The Human Rights Officer is responsible for receiving oral or written complaints of unlawful discrimination toward an employee or student. However, nothing in this policy shall prevent any person from reporting unlawful discrimination toward an employee or student directly with the Human Rights Officer, the school board or other school district official.
- C. The school board hereby designates Kevin Enerson, 1401 7th St SW, Pipestone, MN 56164, 507-562-6068, kevin.enerson@pas.k12.mn.us, as the school district Human Rights Officer(s) to receive reports, complaints or grievance of unlawful discrimination. If the complaint involves a human rights officer, the complaint shall be filed directly with Jeff Baatz, School Board Chair, jeff.baatz@pas.k12.mn.us
- D. The Human Rights Officer may request but not insist upon a written complaint. Alternative means of filing a complaint, such as through a personal interview or by tape recording, shall be made available upon request for qualified persons with a disability. If the complaint is oral, it shall be reduced to writing within 24 hours and forwarded to the superintendent. Failure to do so may result in disciplinary action. The school district encourages the reporting party to complete the complaint form for written complaints. It is available from the principal of each building or the school district office.
- E. The school district shall respect the privacy of the complainant, the individual(s) against whom the complaint is filed, and the witnesses, consistent with the school district's legal obligations to investigate, take appropriate action, and comply with any discovery or disclosure obligations.

INVESTIGATION

- A. The Human Rights Officer, upon receipt of a complaint alleging unlawful discrimination shall promptly undertake an investigation if deemed appropriate. The investigation may be conducted by the Title IX coordinator for complaints of sex discrimination or the Section 504 Coordinator for complaints of disability

discrimination, or a school district official or neutral third party designated by the Title IX coordinator, Section 504 coordinator or Human Rights Officer. The investigation shall be completed within 30 days of the complaint, unless impracticable.

- B. The investigation may consist of personal interviews with the complainant, the individual(s) against whom the complaint is filed, and others who may have knowledge of the alleged incident(s) or circumstances giving rise to the complaint. The investigation may also consist of other methods deemed pertinent by the investigator.
- C. In determining whether the alleged conduct constitutes a violation of this policy, the school district shall consider the facts and the surrounding circumstances such as the nature of the behavior, past incidents or continuing patterns of behavior, the relationships between the parties involved and the context in which the alleged incident occurred.
- D. The school district may take immediate steps to protect the parties involved in the complaint process, pending completion of an investigation of alleged unlawful discrimination.
- E. Upon completion of the investigation, the school district investigator shall make a written report to the Human Rights Officer. If the complaint involves the Human Rights Officer, the report may be filed directly with the superintendent or school board. The report shall include the facts, a determination of whether the allegations have been substantiated, whether a violation of this policy has occurred as well as a description of any proposed resolution which may include alternative dispute resolution.
- F. The district shall comply with federal and state law pertaining to retention of records.

APPEAL

If the grievance has not been resolved to the satisfaction of the complainant, s/he may appeal to the Human Rights Officer within ten (10) school days of receipt of the findings of the school district investigation. The school district investigator shall conduct a review of the appeal and within ten (10) school days of receipt of the appeal, shall affirm, reverse, or modify the findings of the report. The decision of the school district investigator is final but does not preclude pursuit of alternative complaint procedures noted in the section entitled "Right to Alternative Compliant Procedures."

SCHOOL DISTRICT ACTION

- A. Upon conclusion of the investigation and receipt of the findings, the school district shall take appropriate action. If it is determined that a violation has occurred, such action may include, but is not limited to, warning, suspension, expulsion, transfer, remediation or termination.

School district action taken for violation of this policy shall be consistent with the requirements of applicable collective bargaining agreements, Minnesota and federal law and school district policies.

- B. The result of the school district's investigation of each complaint filed under these procedures shall be reported in writing to the complainant by the school district in accordance with state and federal law regarding data or records privacy.

RETALIATION

The school district shall take appropriate action against any student, teacher, administrator or other school personnel who retaliates against any person who reports alleged unlawful discrimination toward an employee or student or any person who testifies, assists or participates in an investigation or hearing relating to such unlawful discrimination. Retaliation includes, but is not limited to, any form of intimidation or harassment.

CONFLICT OF INTEREST

If there is a conflict of interest with respect to any party affected by this policy, appropriate action shall be taken such as, but not limited to, appointing or contracting with a neutral third party investigator to conduct the investigation or recusal from the process by the person for whom a conflict or potential conflict of interest exists.

DISSEMINATION OF POLICY

The school district shall adopt and publish these procedures.

TITLE IX COORDINATOR

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SECTION 504 COORDINATOR

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RIGHT TO ALTERNATIVE COMPLAINT PROCEDURES

These procedures do not deny the right of any individual to pursue other avenues of recourse, which may include filing charges with the agencies listed below or initiating action in state or federal court.

Claims of discrimination may also be pursued through the following agencies where appropriate:

A student, parent, or employee can file a complaint with OCT at any time at:

Office for Civil Rights, Region V
U.S. Department of Education
Citigroup Center
500 W. Madison Street – Suite 1475
Chicago, IL 60661-4544
Tel: 312-730-1560

Facsimile: 312-730-1576
TDD: 800-877-8339

Students, parents, and employees may file a complaint of discrimination with:

MN Department of Human Rights
Freeman Building, 625 Robert Street North
St. Paul, MN 55155
800-657-3704
651-539-1100
TDD 651-296-1283

For complaints of employment discrimination:

Equal Employment Opportunity Commission
330 S. 2nd Avenue, Suite 720
Minneapolis, MN 55401
800-669-4000
TDD 800-669-6820

Legal References: Minn. Stat. § 121A.03, Subd. 2 (Sexual, Religious, and Racial Harassment and Violence Policy)
Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
20 U.S.C. § 1681 *et seq.* (Title IX of the Education Amendments of 1972)
42 U.S.C. § 2000d *et seq.* (Title VI of the Civil Rights Act of 1964)
42 U.S.C. § 12101 *et seq.* (Americans with Disabilities Act)

103 COMPLAINTS – STUDENTS, EMPLOYEES, PARENTS, OTHER PERSONS

I. PURPOSE

The school district takes seriously all concerns or complaints by students, employees, parents or other persons. If a specific complaint procedure is provided within any other policy of the school district, the specific procedure shall be followed in reference to such a complaint. If a specific complaint procedure is not provided, the purpose of this policy is to provide a procedure that may be used.

II. GENERAL STATEMENT OF POLICY

- A. Students, parents, employees, or other persons may report concerns or complaints to the school district. While written reports are encouraged, a complaint may be made orally. Any employee receiving a complaint shall advise the principal or immediate supervisor of the receipt of the complaint. The supervisor shall make an initial determination as to the seriousness of the complaint and whether the matter should be referred to the superintendent. A person may file a complaint at any level of the school district; i.e., principal, superintendent or school board. However, persons are encouraged to file a complaint at the building level when appropriate.
- B. Depending upon the nature and seriousness of the complaint, the supervisor or other administrator receiving the complaint shall determine the nature and scope of the investigation or follow-up procedures. If the complaint involves serious allegations, the matter shall promptly be referred to the superintendent, who shall determine whether an internal or external investigation should be conducted. In either case, the superintendent shall determine the nature and scope of the investigation and designate the person responsible for investigation or follow-up relating to the complaint. The designated investigator shall ascertain details concerning the complaint and respond promptly to the appropriate administrator concerning the status or outcome of the matter.
- C. The appropriate administrator shall respond in writing to the complaining party concerning the outcome of the investigation or follow up, including any appropriate action or corrective measure that was taken. The superintendent shall be copied on the correspondence and consulted in advance of the written response when appropriate. The response to the complaining party shall be consistent with the rights of others pursuant to the applicable provisions of Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act) or other law.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)

201 LEGAL STATUS OF THE SCHOOL BOARD

I. PURPOSE

The care, management, and control of the schools is vested by statutory and constitutional authority in the school board. The school board shall carry out the mission of the school district with diligence, prudence, and dedication to the ideals of providing the finest public education. The purpose of this policy is to define the authority, duties, and powers of the school board in carrying out its mission.

II. GENERAL STATEMENT OF POLICY

- A. The school board is the governing body of the school district. As such, the school board has responsibility for the care, management, and control over public schools in the school district.
- B. Generally, elected members of the school board have binding authority only when acting as a school board legally in session, except where specific authority is provided to school board members or officers individually. Generally, the school board is not bound by an action or statement on the part of an individual school board member unless the action is specifically directed or authorized by the school board.

III. DEFINITION

“School board” means the governing body of the school district.

IV. ORGANIZATION AND MEMBERSHIP

- A. The membership of the school board consists of seven elected directors. The term of office is four years.
- B. There may be other ex officio members of the school board as provided by law. The superintendent is an ex officio member.
- C. A majority of voting members constitutes a quorum. The act of the majority of a quorum is the act of the school board.

V. POWERS AND DUTIES

- A. The school board has powers and duties specified by statute. The school board’s

authority includes implied powers in addition to specific powers granted by the legislature.

- B. The school board exercises administrative functions. It also has certain powers of a legislative character and other powers of a quasi-judicial character.
- C. The school board shall superintend and manage the schools of the school district; adopt rules for their organization, government, and instruction; prescribe textbooks and courses of study; and make and authorize contracts.
- D. The school board shall have the general charge of the business of the school district, its facilities and property, and of the interest of the schools.
- E. The school board, among other duties, shall perform the following in accordance with applicable law:
 - 1. provide by levy of tax, necessary funds for the conduct of schools, the payment of indebtedness, and all proper expenses of the school district;
 - 2. conduct the business of the schools and pay indebtedness and proper expenses;
 - 3. employ and contract with necessary qualified teachers and discharge the same for cause;
 - 4. provide services to promote the health of its pupils;
 - 5. provide school buildings and erect needed buildings;
 - 6. purchase, sell, and exchange school district property and equipment as deemed necessary by the school board for school purposes;
 - 7. provide for payment of claims against the school district, and prosecute and defend actions by or against the school district, in all proper cases;
 - 8. employ and discharge necessary employees and contract for other services;
 - 9. provide for transportation of pupils to and from school, as governed by statute; and
 - 10. procure insurance against liability of the school district, its officers, and employees.
- F. The school board, at its discretion, may perform the following:
 - 1. provide library facilities, public evening schools, adult and continuing education programs, summer school programs, and intersession classes of flexible school year programs;

2. furnish school lunches for pupils and teachers on such terms as the school board determines;
3. enter into agreements with one or more other independent school districts to provide for agreed upon educational services;
4. lease rooms or buildings for school purposes;
5. authorize the use of school facilities for community purposes that will not interfere with their use for school purposes;
6. authorize cocurricular and extracurricular activities;
7. receive, for the benefit of the school district, bequests, donations, or gifts for any proper purpose; and
8. perform other acts as the school board shall deem to be reasonably necessary or required for the governance of the schools.

Legal References:

Minn. Stat. § 123A.22 (Cooperative Centers)
Minn. Stat. § 123B.02 (General Powers)
Minn. Stat. § 123B.09 (School Board Powers)
Minn. Stat. § 123B.14 (School District Officers)
Minn. Stat. § 123B.23 (Liability Insurance)
Minn. Stat. § 123B.49 (Cocurricular and Extracurricular Activities; Insurance)
Minn. Stat. § 123B.51 (Schoolhouses and Sites; Access for Noncurricular Purposes)
Minn. Stat. § 123B.85 (Definition)
Jensen v. Indep. Consol. Sch. Dist. No. 85, 160 Minn. 233, 199 N.W. 911 (1924)

Adopted: 11-20-95
Revised: 10-24-05
Revised: 4-24-17, 2/28/2022

PAS Policy 202
Orig. 1995
Rev. 2011

202 SCHOOL BOARD OFFICERS

I. PURPOSE

School board officers are charged with the duty of carrying out the responsibilities entrusted to them for the care, management, and control of the public schools of the school district. The purpose of this policy is to delineate those responsibilities.

II. GENERAL STATEMENT OF POLICY

- A. The school board shall meet annually and organize by selecting a chair, a clerk, a treasurer, and such other officers as determined by the school board. At its option, the school board may appoint a vice-chair to serve in the temporary absence of the chair.
- B. The school board shall appoint a superintendent who shall be an ex officio, nonvoting member of the school board.

III. ORGANIZATION

The school board shall meet annually on the first Monday in January, or as soon thereafter as practicable, and organize by selecting a chair, a clerk, a treasurer, and such other officers as determined by the school board. These officers shall hold office for one year and until their successors are elected and qualify.

- A. The persons who perform the duties of clerk and treasurer need not be members of the school board.
- B. The school board by resolution may combine the duties of the offices of clerk and treasurer in a single person in the office of business affairs.

IV. OFFICER'S RESPONSIBILITIES

A. Chair

- 1. The chair when present shall preside at all meetings of the school board, countersign all orders upon the treasurer for claims allowed by the school board, represent the school district in all actions, and perform all duties a chair usually performs.
- 2. In case of absence, inability, or refusal of the clerk to draw orders for the payment of money authorized by a vote of the majority of the school board to be paid, the chair may draw the orders, or the office of the clerk may be

declared vacant by the chair and treasurer and filled by appointment.

B. Treasurer

1. The treasurer shall deposit the funds of the school district in the official depository.
2. The treasurer shall make all reports which may be called for by the school board and perform all duties a treasurer usually performs.
3. In the event there are insufficient funds on hand to pay valid orders presented to the treasurer, the treasurer shall receive, endorse, and process the orders in accordance with Minn. Stat. § 123B.12.

C. Clerk

1. The clerk shall keep a record of all meetings in the books provided.
2. Within three days after an election, the clerk shall notify all persons elected of their election.
3. On or before September 15 of each year, the clerk shall:
 - a. file with the school board a report of the revenues, expenditures, and balances in each fund for the preceding fiscal year.
 - b. make and transmit to the commissioner certified reports, showing:
 - (1) revenues and expenditures in detail, and such other financial information required by law, rule, or as may be called for by the commissioner;
 - (2) length of school term and enrollment and attendance by grades; and
 - (3) other items of information as called for by the commissioner.
4. The clerk shall enter into the clerk's record book copies of all reports and of the teachers' term reports, and of the proceedings of any meeting, and keep an itemized account of all expenses of the school district.
5. The clerk shall furnish to the county auditor, on or before September 30 of each year, an attested copy of the clerk's record, showing the amount of proposed property tax voted by the school district or the school board for school purposes.
6. The clerk shall draw and sign all orders upon the treasurer for the payment of money for bills allowed by the school board for salaries of officers and

for teachers' wages and all claims, to be countersigned by the chair.

7. The clerk shall perform such duties as required by the Minnesota Election Law or other applicable laws relating to the conduct of elections.
8. The clerk shall perform the duties of the chair in the event of the chair's and the vice-chair's temporary absences.

D. Vice-Chair [Optional]

The vice-chair shall perform the duties of the chair in the event of the chair's temporary absence.

E. Superintendent

1. The superintendent shall be an ex officio, nonvoting member of the school board.
2. The superintendent shall perform the following:
 - a. visit and supervise the schools in the school district, report and make recommendations about their condition when advisable or on request by the school board;
 - b. recommend to the school board employment and dismissal of teachers;
 - c. annually evaluate each school principal assigned responsibility for supervising a school building within the district;
 - d. superintend school grading practices and examinations for promotions;
 - e. make reports required by the commissioner; and
 - f. perform other duties prescribed by the school board.

Legal References: Minn. Stat. § 123B.12 (Finance)
Minn. Stat. § 123B.14 (Officers)
Minn. Stat. § 123B.143 (Superintendent)
Minn. Stat. § 126C.17 (Referendum Revenue)
Minn. Stat. Ch. 205A (School District Elections)

Adopted: 11/20/1995

PAS Policy 204

Revised: 10/24/2005, 5/22/2017

Orig. 1995

Revised: 2/28/2022

Rev. 2022

204 SCHOOL BOARD MEETING MINUTES

I. PURPOSE

The purpose of this policy is to establish procedures relating to the maintenance of records of the school board and the publication of its official proceedings.

II. GENERAL STATEMENT OF POLICY

It is the policy of the school district to maintain its records so that they will be available for inspection by members of the general public and to provide for the publication of its official proceedings in compliance with law.

III. MAINTENANCE OF MINUTES AND RECORDS

A. The clerk shall keep and maintain permanent records of the school board, including records of the minutes of school board meetings and other required records of the school board. All votes taken at meetings required to be open to the public pursuant to the Minnesota Open Meeting Law must be recorded in a journal or minutes kept for that purpose. Public records maintained by the school district must be available for inspection by members of the public during the regular business hours of the school district. Minutes of meetings shall be available for inspection at the administrative offices of the school district after they have been prepared. Minutes of a school board meeting shall be approved or modified by the school board at a subsequent meeting, which action shall be reflected in the official proceedings of that subsequent meeting.

B. Recordings of Closed Meetings

1. All closed meetings, except those closed as permitted by the attorney-client privilege, must be electronically recorded at the school district's expense. Recordings of closed meetings shall be made separately from the recordings of an open meeting to the extent such meetings are recorded. If a meeting is closed to discuss more than one (1) matter, each matter shall be separately recorded.
2. Recordings of closed meetings shall be preserved by the school district for the following time periods:
 - a. Meetings closed to discuss labor negotiations strategy shall be preserved for two (2) years after the contract is signed.
 - b. Meetings closed to discuss security matters shall be preserved for at

least four (4) years.

- c. Meetings closed to discuss the purchase or sale of property shall be preserved for at least eight (8) years after the date of the meeting.
 - d. All other closed meetings shall be preserved by the school district for at least three (3) years after the date of the meeting.
 - e. Following the expiration of the above time periods, recordings of closed meetings shall be maintained as set forth in the school district's Records Retention Schedule.
3. Recordings of closed meetings shall be classified by the school district as protected non-public data that is not accessible by the public or any subject of the data, with the following exceptions:
- a. Recordings of labor negotiations strategy meetings shall be classified as public data and made available to the public after all labor contracts are signed by the school district for the current budget period.
 - b. Recordings of meetings related to the purchase or sale of property shall be classified as public data and made available to the public after all real or personal property discussed at the meeting has been purchased or sold or the school district has abandoned the purchase or sale.
 - c. Recordings of any other closed meetings shall be classified and/or released as required by court order.
4. Recordings of closed meetings shall be maintained separately from recordings of open meetings, to the extent recordings of open meetings are maintained by the school district, with the exception of recordings that have been classified as public data as set forth in Section III.B.3. above. Recordings of closed meetings classified as non-public data also shall be maintained in a secure location, separate from recordings classified as public data.
5. Recordings of closed meetings shall be maintained in a manner to easily identify the data classification of the recording. The recordings shall be identified with at least the following information:
- a. The date of the closed meeting;
 - b. The basis upon which the meeting was closed (i.e.: labor negotiations strategy, purchase or sale of real property, educational data, etc.); and
 - c. The classification of the data.

6. Recordings of closed meetings related to labor negotiations strategy and the purchase or sale of property shall be maintained and monitored in a manner that reclassifies the recording as public upon the occurrence of an event reclassifying that data as set forth in Section III.B.3. above.

IV. PUBLICATION OF OFFICIAL PROCEEDINGS

- A. The school board shall cause its official proceedings to be published once in the official newspaper of the school district within thirty (30) days of the meeting at which the proceedings occurred; however, if the school board conducts regular meetings not more than once every thirty (30) days, the school board need not publish the minutes until ten (10) days after they have been approved by the school board.
- B. The proceedings to be published shall be sufficiently full to fairly set forth the proceedings. They must include the substance of all official actions taken by the school board at any regular or special meeting, and at minimum must include the subject matter of a motion, the persons making and seconding the motion, a listing of how each member present voted on the motion, the character of resolutions offered including a brief description of their subject matter and whether adopted or defeated. The minutes and permanent records of the school board may include more detail than is required to be published with the official proceedings. If the proceedings have not yet been approved by the school board, the proceedings to be published may reflect that fact.
- C. The proceedings to be published may be a summary of the essential elements of the proceedings, and/or of resolutions and other official actions of the school board. Such a summary shall be written in a clear and coherent manner and shall, to the extent possible, avoid the use of technical or legal terms not generally familiar to the public. When a summary is published, the publication shall clearly indicate that the published material is only a summary and that the full text is available for public inspection at the administrative offices of the school district and that a copy of the proceedings, other than attachments to the minutes, is available without cost at the offices of the school district or by means of standard or electronic mail.

Legal References: Minn. Stat. § 13D.01, Subds. 4-6 (Open Meeting Law)
Minn. Stat. § 123B.09, Subd. 10 (Publishing Proceedings)
Minn. Stat. § 123B.14, Subd. 7 (Record of Meetings)
Minn. Stat. § 331A.01 (Definition)
Minn. Stat. § 331A.05, Subd. 8 (Notice Regarding Published Summaries)
Minn. Stat. § 331A.08, Subd. 3 (Publication of Proceedings)
Op. Atty. Gen. 161-a-20, December 17, 1970
Ketterer v. Independent School District No. 1, 248 Minn. 212, 79 N.W.2d 428 (1956)

Adopted: 3/19/1996

PAS Policy 207

Revised: 10/24/2005, 4/24/2017

Orig. 1995

Revised: 2/28/2022

Rev. 2022

207 PUBLIC HEARINGS

I. PURPOSE

The school board recognizes the importance of obtaining public input on matters properly before the school board during a public hearing. The purpose of this policy is to establish procedures to efficiently receive public input.

II. GENERAL STATEMENT OF POLICY

For the school board to efficiently receive public input on matters properly before the school board, the school board establishes the procedures set forth in this policy are established.

III. PROCEDURES

A. Public Hearings

Public hearings are required by law concerning certain issues, including but not limited to, school closings (Minn. Stat. § 123B.51), education district establishment (Minn. Stat. § 123A.15), and agreements for secondary education (Minn. Stat. § 123A.30). Additionally, other public hearings may be held by the school board on school district matters at the school board's discretion

B. Notice of Public Hearings

Public notice of a public hearing required by law shall be given as provided by the enabling legislation. Public notice of other hearings shall be given in the manner required for a regular meeting if held in conjunction with a regular meeting, in the manner required for a special meeting if held in conjunction with a special meeting, or as otherwise determined by the school board.

C. Public Participation

The school board retains the right to require that those in attendance at a public hearing indicate their desire to address the school board and complete and file with the clerk of the school board an appropriate request card prior to commencement of the hearing if the school board utilizes this procedure. In that case, any request to address the school board after the commencement of the hearing will be granted only at the school board's discretion.

1. Format of Request: If required by the school board, a written request of an

individual or a group to address the school board shall contain the name and address of the person or group seeking to address the school board. It shall also contain the name of the group represented, if any, and a brief statement of the subject to be covered or the issue to be addressed.

2. Time Limitation: The school board retains the discretion to limit the time for each presentation as needs dictate.
3. Groups: The school board retains the discretion to require that any group of persons who desire to address the school board designate one representative or spokesperson. If the school board requires designation of a representative or spokesperson, no other person in the group will be recognized to address the school board, except as the school board otherwise determines.
4. Privilege to Speak: A school board member should direct remarks or questions through the chair. Only those speakers recognized by the chair will be allowed to speak. Comments by others are out of order. Individuals who interfere with or interrupt speakers, the school board, or the proceedings may be directed to leave.
5. Personal Attacks: Personal attacks by anyone addressing the school board are unacceptable. Persistence in such remarks by an individual shall terminate that person's privilege to address the school board.
6. Limitations on Participation: Depending upon the number of persons in attendance seeking to be heard, the school board reserves the right to impose such other limitations and restrictions as necessary to provide an orderly, efficient, and fair opportunity to be heard.

Legal References: Minn. Stat. § 123A.15 (Establishing Education Districts)
Minn. Stat. § 123A.30 (Agreements for Secondary Education)
Minn. Stat. § 123B.51 (School Closings)

208 DEVELOPMENT, ADOPTION, AND IMPLEMENTATION OF POLICIES

I. PURPOSE

The purpose of this policy is to emphasize the importance of the policy-making role of the school board and provide the means for it to be an ongoing effort.

II. GENERAL STATEMENT OF POLICY

Formal guidelines are necessary to ensure the school community that the school system responds to its mission and operates in an effective, efficient, and consistent manner. A set of written policies shall be maintained and modified as needed. Policies should define the desire and intent of the school board and should be in a form that is sufficiently explicit to guide administrative action.

III. DEVELOPMENT OF POLICY

- A. The school board has jurisdiction to legislate policy with the force and effect of law for the school district. School district policy provides the school board's general direction for the school district while delegating policy implementation to the administration.
- B. The school district's policies provide guidelines and goals to the school community. The policies are the basis for guidelines and directives created by the administration. The school board shall determine the effectiveness of policies by evaluating periodic reports from the administration.
- C. Policies may be proposed by a school board member, employee, student, or resident of the school district. Proposed policies or ideas shall be submitted to the superintendent for review prior to possible placement on the school board agenda.

IV. ADOPTION AND REVIEW OF POLICY

- A. The school board shall give notice of proposed policy changes or adoption of new policies by placing the item on the agenda of two school board meetings. The proposals shall be distributed and public comment will be allowed at both meetings.
- B. The final action taken to adopt the proposed policy shall be approved by a simple majority vote of the school board at a meeting after the two meetings at which public input was received. The policy will be effective on the latter of the date of passage or the date stated in the motion.
- C. In an emergency, a new or modified policy may be adopted by a majority vote of a quorum of the school board in a single meeting. A statement regarding the

emergency and the need for immediate adoption of the policy shall be included in the minutes. The policy adopted in an emergency shall expire within one year following the emergency action unless the policy adoption procedure stated above is followed and the policy is reaffirmed. The school board shall have discretion to determine what constitutes an emergency.

- D. If a policy is modified with minor changes that do not affect the substance of the policy or because of a legal change over which the school board has no control, the modified policy may be approved at one meeting at the discretion of the school board.

V. IMPLEMENTATION OF AND ACCESS TO POLICY

- A. The superintendent shall be responsible for implementing school board policies, other than the policies that cover how the school board will operate. The superintendent shall develop administrative guidelines and directives to provide greater specificity and consistency in the process of implementation. These guidelines and directives, including employee and student handbooks, shall be subject to annual review and approval by the school board.
- B. Each school board member shall have access to school district policies. A copy of the school district policies shall be placed in the office of each school attendance center and in the central school district office and shall be available for reference purposes to other interested persons.
- C. The superintendent, employees designated by the superintendent, and individual school board members shall be responsible for keeping the policy current.
- D. The school board shall review policies at least once every four years. The superintendent shall be responsible for developing a system of periodic review, addressing approximately one third of the policies annually. In addition, the school board shall review the following policies annually: 410 Family and Medical Leave Policy; 413 Harassment and Violence; 414 Mandated Reporting of Child Neglect or Physical or Sexual Abuse; 415 Mandated Reporting of Maltreatment of Vulnerable Adults; 506 Student Discipline; 514 Bullying Prohibition Policy; 522 Student Sex Nondiscrimination; 524 Internet Acceptable Use and Safety Policy; 616 School District System Accountability; and 806 Crisis Management Policy.
- E. When no school board policy exists to provide guidance on a matter, the superintendent is authorized to act appropriately under the circumstances keeping in mind the mission, educational philosophy, and financial condition of the school district. Under such circumstances, the superintendent shall advise the school board of the need for a policy and present a recommended policy to the school board for approval.

Legal References: Minn. Stat. § 123B.02, Subd. 1 (School District Powers)
Minn. Stat. § 123B.09, Subd. 1 (School Board Powers)

209 CODE OF ETHICS

I. PURPOSE

The purpose of this policy is to assist the individual school board member in understanding his or her role as part of a school board and in recognizing the contribution that each member must make to develop an effective and responsible school board.

II. GENERAL STATEMENT OF POLICY

Each school board member shall follow the code of ethics stated in this policy.

A. AS A MEMBER OF THE SCHOOL BOARD, I WILL:

1. Attend school board meetings.
2. Come to the meetings prepared for discussion of the agenda items.
3. Listen to the opinions and views of others (including, but not limited to, other school board members, administration, staff, students, and community members).
4. Vote my conscience after informed discussion, unless I abstain because a conflict of interest exists.
5. Support the decision of the school board, even if my position concerning the issue was different.
6. Recognize the integrity of my predecessors and associates and appreciate their work.
7. Be primarily motivated by a desire to provide the best possible education for the students of my school district.
8. Inform myself about the proper duties and functions of a school board member.

B. IN PERFORMING THE PROPER FUNCTIONS OF A SCHOOL BOARD MEMBER, I WILL:

1. Focus on education policy as much as possible.

2. Remember my responsibility is to set policy – not to implement policy.
3. Consider myself a trustee of public education and do my best to protect, conserve, and advance its progress.
4. Recognize that my responsibility, exercised through the actions of the school board as a whole, is to see that the schools are properly run – not to run them myself.
5. Work through the superintendent – not over or around the superintendent.
6. Delegate the implementation of school board decisions to the superintendent.

C. TO MAINTAIN RELATIONS WITH OTHER MEMBERS OF THE SCHOOL BOARD, I WILL:

1. Respect the rights of others to have and express opinions.
2. Recognize that authority rests with the school board in legal session – not with the individual members of the school board except as authorized by law.
3. Make no disparaging remarks, in or out of school board meetings, about other members of the school board or their opinions.
4. Keep an open mind about how I will vote on any proposition until the board has met and fully discussed the issue.
5. Make decisions by voting in school board meetings after all sides of debatable questions have been presented.
6. Insist that committees be appointed to serve only in an advisory capacity to the school board.

D. IN MEETING MY RESPONSIBILITIES TO MY COMMUNITY, I WILL:

1. Attempt to appraise and plan for both the present and future educational needs of the school district and community.
2. Attempt to obtain adequate financial support for the school district's programs.
3. Insist that business transactions of the school district be ethical and open.
4. Strive to uphold my responsibilities and accountability to the taxpayers in my school district.

E. IN WORKING WITH THE SUPERINTENDENT OF SCHOOLS AND STAFF, I

WILL:

1. Hold the superintendent responsible for the administration of the school district.
2. Give the superintendent authority commensurate with his or her responsibilities.
3. Assure that the school district will be administered by the best professional personnel available.
4. Consider the recommendation of the superintendent in hiring all employees.
5. Participate in school board action after considering the recommendation of the superintendent and only after the superintendent has furnished adequate information supporting the recommendation.
6. Insist the superintendent keep the school board adequately informed at all times.
7. Offer the superintendent counsel and advice.
8. Recognize the status of the superintendent as the chief executive officer and a non-voting, ex officio member of the school board.
9. Refer all complaints to the proper administrative officer or insist that they be presented in writing to the whole school board for proper referral according to the chain of command.
10. Present any personal criticisms of employees to the superintendent.
11. Provide support for the superintendent and employees of the school district so they may perform their proper functions on a professional level.

F. IN FULFILLING MY LEGAL OBLIGATIONS AS A SCHOOL BOARD MEMBER, I WILL:

1. Comply with all federal, state, and local laws relating to my work as a school board member.
2. Comply with all school district policies as adopted by the school board.
3. Abide by all rules and regulations as promulgated by the Minnesota Department of Education and other state and federal agencies with jurisdiction over school districts.
4. Recognize that school district business may be legally transacted only in an open meeting of the school board.

5. Avoid conflicts of interest and refrain from using my school board position for personal gain.
6. Take no private action that will compromise the school board or administration.
7. Guard the confidentiality of information that is protected under applicable law.

Legal References: Minn. Stat. § 123B.02, Subd. 1 (School District Powers)
Minn. Stat. § 123B.09 (School Board Powers)
Minn. Stat. § 123B.143, Subd. 1 (Superintendent)

210 CONFLICT OF INTEREST – SCHOOL BOARD MEMBERS

I. PURPOSE

The purpose of this policy is to observe state statutes regarding conflicts of interest and to engage in school district business activities in a fashion designed to avoid any conflict of interest or the appearance of impropriety.

II. GENERAL STATEMENT OF POLICY

It is the policy of the school board to contract for goods and services in conformance with statutory conflict of interest laws and in a manner that will avoid any conflict of interest or the appearance thereof. Accordingly, the school board will contract under the statutory exception provisions only when it is clearly in the best interest of the school district because of limitations that may exist on goods or services otherwise available to the school district.

III. GENERAL PROHIBITIONS AND RECOGNIZED STATUTORY EXCEPTIONS

- A. A school board member who is authorized to take part in any manner in making any sale, lease, or contract in his or her official capacity shall not voluntarily have a personal financial interest in that sale, lease, or contract or personally benefit financially therefrom.
- B. In the following circumstances, however, the school board may as an exception, by unanimous vote, contract for goods or services with a school board member of the school district:
 - 1. In the designation of a bank or savings association, in which a school board member is interested, as an authorized depository for school district funds and as a source of borrowing, provided such deposited funds are protected in accordance with Minn. Stat. Ch. 118A. Any school board member having said interest shall disclose that interest and the interest shall be entered upon the school board minutes. Disclosure shall be made when such bank or savings association is first designated as a depository or source of borrowing, or when such school board member is elected, whichever is later. Disclosure serves as notice of the interest and need only be made once;
 - 2. The designation of an official newspaper, or publication of official matters therein, in which the school board member is interested when it is the only

newspaper complying with statutory requirements relating to the designation or publication;

3. A contract with a cooperative association of which the school board member is a shareholder or stockholder but not an officer or manager;
4. A contract for which competitive bids are not required by law. A contract made under this exception will be void unless the following procedures are observed:
 - a. The school board shall authorize the contract in advance of its performance by adopting a resolution setting out the essential facts and determining that the contract price is as low as or lower than the price at which the goods or services could be obtained elsewhere.
 - b. In the case of an emergency when the contract cannot be authorized in advance, payment of the claims must be authorized by a like resolution wherein the facts of the emergency are also stated.
 - c. Before a claim is paid, the interested school board member shall file with the clerk of the school board an affidavit stating:
 - (1) The name of the school board member and the office held;
 - (2) An itemization of the goods or services furnished;
 - (3) The contract price;
 - (4) The reasonable value;
 - (5) The interest of the school board member in the contract; and
 - (6) That to the best of the school board member's knowledge and belief, the contract price is as low as, or lower than, the price at which the goods or services could be obtained from other sources.
5. A school board member may contract with the school district to provide construction materials or services, or both, when the sealed bid process is used. When the contract comes before the school board for consideration, the interested school board member may not vote on the contract. (*Note: This section applies only when the school district has a population of 1,000 or less according to the last federal census.*)
6. A school board member may rent space in a public facility at a rate commensurate with that paid by other members of the public.

C. In the following circumstances, the school board may as an exception, by majority

vote at a meeting at which all school board members are present, contract for services with a school board member of the school district: A school board member may be newly employed or may continue to be employed by the school district as an employee only if there is a reasonable expectation on July 1, or at the time the contract is entered into or extended, that the amount to be earned by that school board member under that contract or employment relationship, will not exceed \$8,000 in that fiscal year. If the school board member does not receive majority approval to be initially employed or to continue in employment at a meeting at which all school board members are present, that employment is immediately terminated and that school board member has no further rights to employment while serving as a school board member in the school district.

- D. The school board may contract with a class of school district employees, such as teachers or custodians, when the spouse of a school board member is a member of the class of employees contracting with the school board and the employee spouse receives no special monetary or other benefit that is substantially different from the benefits that other members of the class receive under the employment contract. For the school board to invoke this exception, it must have a majority of disinterested school board members vote to approve the contract, direct the school board member spouse to abstain from voting to approve the contract, and publicly set out the essential facts of the contract at the meeting in which the contract is approved.

IV. LIMITATIONS ON RELATED EMPLOYEES

- A. The school board must hire or dismiss teachers only at duly called meetings. When a husband and wife, brother and sister, or two brothers or sisters, constitute a quorum, no contract employing a teacher may be made or authorized except upon the unanimous vote of the full school board.
- B. The school board may not employ any teacher related by blood or marriage to a school board member, within the fourth degree as computed by the civil law, except by a unanimous vote of the full school board.

V. CONFLICTS PRIOR TO TAKING OFFICE

A school board member with personal financial interest in a sale, lease, or contract with the school district which was entered before the school board member took office and presents an actual or potential conflict of interest, shall immediately notify the school board of such interest. It shall thereafter be the responsibility of the school board member to refrain from participating in any action relating to the sale, lease, or contract. At the time of renewal of any such sale, lease, or contract, the school board may enter into or renew such sale, lease, or contract only if it falls within one of the enumerated exceptions for contracts relating to goods or services provided above and if the procedures provided in this policy are followed.

VI. DETERMINATION AS TO WHETHER A CONFLICT OF INTEREST EXISTS

The determination as to whether a conflict of interest exists is to be made by the school board. Any school board member who has an actual or potential conflict shall notify the school board of such conflict immediately. The school board member shall thereafter cooperate with the school board as necessary for the school board to make its determination.

Legal References: Minn. Stat. § 122A.40, Subd. 3 (Teacher Hiring, Dismissal)
Minn. Stat. § 123B.195 (Board Member's Right to Employment)
Minn. Stat. § 471.87 (Public Officers, Interest in Contract; Penalty)
Minn. Stat. § 471.88, Subds. 2, 3, 4, 5, 12, 13, and 21 (Exceptions)
Minn. Stat. § 471.89 (Contract, When Void)
Op. Atty. Gen. 437-A-4, March 15, 1935
Op. Atty. Gen. 90-C-5, July 30, 1940
Op. Atty. Gen. 90-A, August 14, 1957

Adopted: 11-20-95

PAS Policy 212

Orig. 1995

Revised: 4-24-17, 2-28-2022

Rev. 2005

212 SCHOOL BOARD MEMBER DEVELOPMENT

I. PURPOSE

In recognition of the need for continuing inservice training and development for its members, the purpose of this policy is to encourage the members of the school board to participate in professional development activities designed for them so that they may perform their responsibilities.

II. GENERAL STATEMENT OF POLICY

- A. New school board members will be provided the opportunity and encouragement to attend the orientation and training sessions sponsored by the Minnesota School Boards Association (MSBA). School board members shall receive training in school finance and management developed in consultation with MSBA.
- B. All school board members are encouraged to participate in school board and related workshops and activities sponsored by local, state, and national school boards associations, as well as in the activities of other educational groups.
- C. School board members are expected to report back to the school board with materials of interest gathered at the various meetings and workshops.
- D. The school board will reimburse the necessary expenses of all school board members who attend meetings and conventions pertaining to school activities and the objectives of the school board, within the approved policy and budget allocations of the school district relating to the reimbursement of expenses involving the attendance at workshops and conventions.

Legal References: Minn. Stat. § 123B.09, Subd. 2 (School Board Member Training)

301 SCHOOL DISTRICT ADMINISTRATION

I. PURPOSE

The purpose of this policy is to clarify the role of the school district administration and its relationship with the school board.

II. GENERAL STATEMENT OF POLICY

- A. Effective administration and sound management practices are essential to realizing educational excellence. It is the responsibility of the school district administration to develop a school environment that recognizes the dignity of each student and employee, and the right of each student to access educational programs and services equitably.
- B. The school board expects all activities related to school district operations to be administered in a well-planned manner, conducted in an orderly fashion, and to be consistent with the policies of the school board.
- C. The school board shall seek specific recommendations, background information and professional advice from the school district administration, and will hold the administration accountable for sound management of the schools.
- D. Although the school board holds the superintendent ultimately responsible for administration of the school district and annual evaluation of each principal, the school board also recognizes the direct responsibility of principals for educational results and effective administration, supervisory, and instructional leadership at the school building level.
- E. The school board and school administration shall work together to share information and decisions that best serve the needs of school district students within financial and facility constraints that may exist.

Legal References: Minn. Stat. § 123B.143 (Superintendent)
Minn. Stat. § 123B.147 (Principals)

Adopted: 3/18/1996

PAS Policy 302

Orig. 1995

Revised: 11/28/2005, 12/18/2017, 2/28/2022

Rev. 2022

302 SUPERINTENDENT

I. PURPOSE

The purpose of this policy is to recognize the importance of the role of the superintendent and the overall responsibility of that position within the school district.

II. GENERAL STATEMENT OF POLICY

The school board shall employ a superintendent who shall serve as an ex officio, nonvoting member of the school board and as chief executive officer of the school system.

III. GENERAL RESPONSIBILITIES

- A. The superintendent is responsible for the management of the schools, the administration of all school district policies, and is directly accountable to the school board.
- B. The superintendent shall annually evaluate each principal assigned responsibility for supervising a school building in the district.
- C. The superintendent may delegate responsibilities to other school district personnel, but shall continue to be accountable for actions taken under such delegation.
- D. Where responsibilities are not specifically prescribed, nor school board policy applicable, the superintendent shall use personal and professional judgment, subject to review by the school board.

Legal References: Minn. Stat. § 123B.143 (Superintendent)

407 EMPLOYEE RIGHT TO KNOW – EXPOSURE TO HAZARDOUS SUBSTANCES

I. PURPOSE

The purpose of this policy is to provide school district employees a place of employment and conditions of employment free from recognized hazards that are likely to cause death or serious injury or harm. (Minn. Stat. § 182.653, Subd. 2)

II. GENERAL STATEMENT OF POLICY

The policy of this school district is to provide information and training to employees who may be “routinely exposed” to a hazardous substance, harmful physical agent, infectious agent, or blood borne pathogen.

III. DEFINITIONS

- A. “Commissioner” means the Commissioner of Labor and Industry.
- B. “Routinely exposed” means that there is a reasonable potential for exposure during the normal course of assigned work or when an employee is assigned to work in an area where a hazardous substance has been spilled.
- C. “Hazardous substance” means a chemical or substance, or mixture of chemicals and substances, which:
 - 1. is regulated by the Federal Occupational Safety and Health Administration under the Code of Federal Regulations; or
 - 2. is either toxic or highly toxic; an irritant; corrosive; a strong oxidizer; a strong sensitizer; combustible; either flammable or extremely flammable; dangerously reactive; pyrophoric; pressure-generating; compressed gas; carcinogen; teratogen; mutagen; reproductive toxic agent; or that otherwise, according to generally accepted documented medical or scientific evidence, may cause substantial acute or chronic personal injury or illness during or as a direct result of any customary or reasonably foreseeable accidental or intentional exposure to the chemical or substance; or
 - 3. is determined by the commissioner as a part of the standard for the chemical or substance or mixture of chemicals and substances to present a significant risk to worker health and safety or imminent danger of death or serious physical harm to an employee as a result of foreseeable use, handling, accidental spill, exposure, or contamination.

- D. “Harmful physical agent” means a physical agent determined by the commissioner as a part of the standard for that agent to present a significant risk to worker health or safety or imminent danger of death or serious physical harm to an employee. This definition includes, but is not limited to, radiation, whether ionizing or nonionizing.
- E. “Infectious agent” means a communicable bacterium, rickettsia, parasites, virus, or fungus determined by the commissioner by rule, with approval of the commissioner of health, which, according to documented medical or scientific evidence, causes substantial acute or chronic illness or permanent disability as a foreseeable and direct result of any routine exposure to the infectious agent. Infectious agent does not include an agent in or on the body of a patient before diagnosis.
- F. “Blood borne pathogen” means a pathogenic microorganism that is present in human blood and can cause disease in humans. This definition includes, but is not limited to, hepatitis B virus (HBV) and human immunodeficiency virus (HIV).

IV. TARGET JOB CATEGORIES

Annual training will be provided to all full- and part-time employees who are “routinely exposed” to a hazardous substance, harmful physical agent, infectious agent, or blood borne pathogen as set forth above.

V. TRAINING SCHEDULE

Training will be provided to employees before beginning a job assignment as follows:

- A. Any newly hired employee assigned to a work area where he or she is determined to be “routinely exposed” under the guidelines above.
- B. Any employee reassigned to a work area where he or she is determined to be “routinely exposed” under the above guidelines.

Legal References: Minn. Stat. Ch. 182 (Occupational Safety and Health)
Minn. Rules Ch. 5205 (Safety and Health Standards)
Minn. Rules Ch. 5206 (Employee Right to Know Standards)
29 C.F.R. § 1910.1050, App. B (Substance Technical Guidelines)

408 SUBPOENA OF A SCHOOL DISTRICT EMPLOYEE

I. PURPOSE

The purpose of this policy is to protect the privacy rights of school district employees and students under both state and federal law when requested to testify or provide educational records for a judicial or administrative proceeding.

II. GENERAL STATEMENT OF POLICY

This policy is to provide guidance and direction for school district employees who may be subpoenaed to testify and/or provide educational records for a judicial or administrative proceeding.

III. DATA CLASSIFICATION

A. Educational Data

1. State Law

The Minnesota Government Data Practices Act (MGDPA), Minnesota Statutes chapter 13, classifies all educational data, except for directory information as designated by the school district, as private data on individuals. The state statute provides that **private data on individuals may not be released, except pursuant to a valid court order or informed consent by the subject of the data or a parent if the subject of the data is a minor.**

2. Federal Law

The Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. § 1232g, provides that educational data may not be released, except pursuant to informed consent by the individual subject of the data or any lawfully issued subpoena. Regulations promulgated under the federal law require that the school district must first make a reasonable effort to notify the parent of the student, or the student if the student is 18 years of age or older, of the subpoena in advance of releasing the information pursuant to the subpoena.

B. Personnel Data

The MGDPA, Minn. Stat. Ch. 13, also classifies all personnel data, except for

certain data specifically classified as public, as private data on individuals. The state statute provides that **private data on individuals may not be released, except pursuant to a valid court order or informed consent by the subject of the data.**

IV. APPLICATION AND PROCEDURES

- A. Any employee who receives a subpoena for any purpose related to employment is to inform the building administrator or designated supervisor when the employee receives the subpoena. The building administrator or designated supervisor shall immediately inform the superintendent that the employee has received a subpoena.
- B. No employee may release educational data, personnel data, or any other data of any kind without consultation in advance with the school district official who is designated as the authority responsible for the collection, use and dissemination of data.
- C. Payment for attendance at judicial or administrative proceedings and the retention of witness and mileage fees is to be determined in accordance with the applicable school board policies and collective bargaining agreements.
- D. The administration shall not release any information except in strict compliance with state and federal law and this policy. Recognizing that an unauthorized release may expose the school district or its employees to civil or criminal penalties or loss of employment, the administration shall confer with school district legal counsel prior to release of such data.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Rules 1205.0100, Subp. 5 (Minnesota Rules Regarding Data Practices)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)

412 EXPENSE REIMBURSEMENT

I. PURPOSE

The purpose of this policy is to identify school district business expenses that involve initial payment by an employee and qualify for reimbursement from the school district, and to specify the manner by which the employee seeks reimbursement.

II. AUTHORIZATION

All school district business expenses to be reimbursed must be approved by the supervising administrator. Such expenses to be reimbursed may include transportation, meals, lodging, registration fees, required materials, parking fees, tips, and other reasonable and necessary school district business-related expenses.

III. REIMBURSEMENT

- A. Requests for reimbursement must be itemized on the official school district form and are to be submitted to the designated administrator. Receipts for lodging, commercial transportation, registration, and other reasonable and necessary expenses must be attached to the reimbursement form.
- B. Automobile travel shall be reimbursed at the mileage rate set by the school board. Commercial transportation shall reflect economy fares and shall be reimbursed only for the actual cost of the trip.

IV. AIRLINE TRAVEL CREDIT

- A. Employees utilizing school district funds to pay for airline travel are required to ensure that any credits or other benefits issued by any airline accrue to the benefit of the school district rather than the employee.
 - 1. To the extent an airline will not honor a transfer or assignment of credit or benefit from the employee to the school district, the employee shall report receipt of the credit or benefit to the designated administrator within 90 days of receipt of the credit or benefit.
 - 2. Reports of the receipt of an airline credit or benefit shall be made in writing and shall include verification from the airline as to the credit or benefit received. Reimbursement for airline travel expenses will not be made until such documentation is provided.

- B. Employees who have existing credits or benefits issued by an airline based upon previously reimbursed airline travel for school district purposes will be required to utilize those credits or benefits toward any subsequent airline travel related to school district purposes, prior to reimbursement for such travel, to the extent permitted and/or feasible.
- C. The requirements of this section apply to all airline travel, regardless of where or how the tickets are purchased.

V. ESTABLISHMENT OF DIRECTIVES AND GUIDELINES

The superintendent shall develop a schedule of reimbursement rates for school district business expenses, including those expenses requiring advance approval and specific rates of reimbursement. The superintendent shall also develop directives and guidelines to address methods and times for submission of requests for reimbursement.

- Legal References:*** Minn. Stat. § 15.435 (Airline Travel Credit)
Minn. Stat. § 471.665 (Mileage Allowances)
Minn. Op. Atty. Gen. 1035 (Aug. 23, 1999) (Retreat Expenses)
Minn. Op. Atty. Gen. 161b-12 (Aug. 4, 1997) (Transportation Expenses)
Minn. Op. Atty. Gen. 161B-12 (Jan. 24, 1989) (Operating Expenses of Car)

420 STUDENTS AND EMPLOYEES WITH SEXUALLY TRANSMITTED INFECTIONS AND DISEASES AND CERTAIN OTHER COMMUNICABLE DISEASES AND INFECTIOUS CONDITIONS

I. PURPOSE

Public concern that students and staff of the school district be able to attend the schools of the district without becoming infected with serious communicable or infectious diseases, including, but not limited to, Human Immunodeficiency Virus (HIV), Acquired Immunodeficiency Syndrome (AIDS), Hepatitis B, and Tuberculosis, requires that the school board adopt measures effectively responding to health concerns while respecting the rights of all students, employees, and contractors, including those who are so infected. The purpose of this policy is to adopt such measures.

II. GENERAL STATEMENT OF POLICY

A. Students

The policy of the school board is that students with communicable diseases not be excluded from attending school in their usual daily attendance setting so long as their health permits and their attendance does not create a significant risk of the transmission of illness to students or employees of the school district. A procedure for minimizing interruptions to learning resulting from communicable diseases will be established by the school district in its IEP and Section 504 team process, if applicable, and in consultation with community health and private health care providers. Procedures for the inclusion of students with communicable diseases will include any applicable educational team planning processes, including the review of the educational implications for the student and others with whom the student comes into contact.

B. Employees

The policy of the school board is that employees with communicable diseases not be excluded from attending to their customary employment so long as they are physically, mentally, and emotionally able to safely perform tasks assigned to them and so long as their employment does not create a significant risk of the transmission of illness to students, employees, or others in the school district. If a reasonable accommodation will eliminate the significant risk of transmission, such accommodation will be undertaken unless it poses an undue hardship to the school district.

C. Circumstances and Conditions

1. Determinations of whether a contagious individual's school attendance or job performance creates a significant risk of the transmission of the illness to students or employees of the school district will be made on a case by case basis. Such decisions will be based upon the nature of the risk (how it is transmitted), the duration of the risk (how long the carrier is infectious), the severity of the risk (what is the potential harm to third parties), and the probabilities the disease will be transmitted and will cause varying degrees of harm. When a student is disabled, such a determination will be made in consultation with the educational planning team.
2. The school board recognizes that some students and some employees, because of special circumstances and conditions, may pose greater risks for the transmission of infectious conditions than other persons infected with the same illness. Examples include students who display biting behavior, students or employees who are unable to control their bodily fluids, who have oozing skin lesions, or who have severe disorders which result in spontaneous external bleeding. These conditions need to be taken into account and considered in assessing the risk of transmission of the disease and the resulting effect upon the educational program of the student or employment of the employee by consulting with the Commissioner of Health, the physician of the student or employee, and the parent(s)/guardian(s) of the student.

D. Students with Special Circumstances and Conditions

The school nurse, along with the infected individual's physician, the infected individual or parent(s)/guardian(s), and others, if appropriate, will weigh risks and benefits to the student and to others, consider the least restrictive appropriate educational placement, and arrange for periodic reevaluation as deemed necessary by the state epidemiologist. The risks to the student shall be determined by the student's physician.

E. Extracurricular Student Participation

Student participation in nonacademic, extracurricular, and non-educational programs of the school district are subject to a requirement of equal access and comparable services.

F. Precautions

The school district will develop routine procedures for infection control at school and for educating employees about these procedures. The procedures shall be developed through cooperation with health professionals taking into consideration any guidelines of the Minnesota Department of Education and the Minnesota Department of Health. (These precautionary procedures shall be consistent with the school district's procedures regarding blood-borne pathogens developed pursuant to the school district's employee right to know policy.)

G. Information Sharing

1. Employee and student health information shall be shared within the school district only with those whose jobs require such information and with those who have a legitimate educational interest (including health and safety) in such information and shall be shared only to the extent required to accomplish legitimate educational goals and to comply with employees' right to know requirements.
2. Employee and student health data shall be shared outside the school district only in accordance with state and federal law and with the school district's policies on employee and student records and data.

H. Reporting

If a medical condition of student or staff threatens public health, it must be reported to the Commissioner of Health.

I. Prevention

The school district shall, with the assistance of the Commissioners of Health and Education, implement a program to prevent and reduce the risk of sexually transmitted diseases in accordance with Minn. Stat. § 121A.23 which includes:

1. planning materials, guidelines, and other technically accurate and updated information;
2. a comprehensive, developmentally appropriate, technically accurate, and updated curriculum that includes helping students to abstain from sexual activity until marriage;
3. cooperation and coordination among school districts and Service Cooperatives;
4. a targeting of adolescents, especially those who may be at high risk of contracting sexually transmitted diseases and infections, for prevention efforts;
5. involvement of parents and other community members;
6. in-service training for district staff and school board members;
7. collaboration with state agencies and organizations having a sexually transmitted infection and disease prevention or sexually transmitted infection and disease risk reduction program;
8. collaboration with local community health services, agencies and

organizations having a sexually transmitted infection and disease risk reduction program; and

9. participation by state and local student organizations.
10. The program must be consistent with the health and wellness curriculum.
11. The school district may accept funds for sexually transmitted infection and disease prevention programs developed and implemented under this section from public and private sources, including public health funds and foundations, department professional development funds, federal block grants, or other federal or state grants.

J. Vaccination and Screening

The school district will develop procedures regarding the administration of Hepatitis B vaccinations and Tuberculosis screenings in keeping with current state and federal law. The procedures shall provide that the Hepatitis B vaccination series be offered to all who have occupational exposure at no cost to the employee.

- Legal References:***
- Minn. Stat. § 121A.23 (Health-Related Programs)
 - Minn. Stat. § 144.441-442 (Tuberculosis)
 - Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
 - 20 U.S.C. § 1400 *et seq.* (Individuals with Disabilities Education Improvement Act of 2004)
 - 29 U.S.C. § 794 *et seq.* (Rehabilitation Act of 1973, § 504)
 - 42 U.S.C. § 12101 *et seq.* (Americans with Disabilities Act)
 - 29 C.F.R. 1910.1030 (Occupational Exposure to Bloodborne Pathogens)
 - Kohl by Kohl v. Woodhaven Learning Center*, 865 F.2d 930 (8th Cir.), *cert. denied*, 493 U.S. 892, 110 S.Ct. 239 (1989)
 - School Board of Nassau County, Fla. v. Arline*, 480 U.S. 273, 107 S.Ct. 1123 (1987)
 - 16 EHLR 712, OCR Staff Memo, April 5, 1990

Adopted: N/A

PAS Policy 422
Orig. 1995
Rev. 2022

Revised: 12/18/2017, 2/28/2022

422 POLICIES INCORPORATED BY REFERENCE

PURPOSE

Certain policies as contained in this policy reference manual are applicable to employees as well as to students. To avoid undue duplication, the school district provides notice by this section of the application and incorporation by reference of the following policies that also apply to employees:

Model Policy 505	Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees
Model Policy 507	Corporal Punishment
Model Policy 510	Student Activities
Model Policy 511	Student Fundraising
Model Policy 517	Student Recruiting
Model Policy 518	DNR-DNI Orders
Model Policy 519	Interviews of Students by Outside Agencies
Model Policy 522	Title IX Sex Nondiscrimination Policy, Grievance Procedure and Process
Model Policy 524	Internet Acceptable Use and Safety Policy
Model Policy 525	Violence Prevention
Model Policy 535	Service Animals in Schools

Employees are charged with notice that the above cited policies are also applicable to employees; however, employees are also on notice that the provisions of the various policies speak for themselves and may be applicable although not specifically listed above.

Legal References: None

Cross References: None

520 STUDENT SURVEYS

I. PURPOSE

Occasionally, the school district utilizes surveys to obtain student opinions and information about students. The purpose of this policy is to establish the parameters of information that may be sought in student surveys.

II. GENERAL STATEMENT OF POLICY

Student surveys may be conducted as determined necessary by the school district. Surveys, analyses, and evaluations conducted as part of any program funded through the U.S. Department of Education must comply with 20 United States Code section 1232h.

III. STUDENT SURVEYS IN GENERAL

- A. Student surveys will be conducted anonymously and in an indiscernible fashion. No mechanism will be used for identifying the participating student in any way. No attempt will be made in any way to identify a student survey participant. No requirement that the student return the survey shall exist, and no record of the student's returning a survey will be maintained.
- B. The superintendent may choose not to approve any survey that seeks probing personal and/or sensitive information that could result in identifying the survey participant, or is discriminatory in nature based on age, race, color, sex, disability, religion, or national origin.
- C. Surveys containing questions pertaining to the student's or the student's parent(s) or guardian(s) personal beliefs or practices in sex, family life, morality, and religion will not be administered to any student unless the parent or guardian of the student is notified in writing that such survey is to be administered and the parent or guardian of the student gives written permission for the student to participate or has the opportunity to opt out of the survey depending upon how the survey is funded. Any and all documents containing the written permission of a parent for a student to participate in a survey will be maintained by the school district in a file separate from the survey responses.
- D. Although the survey is conducted anonymously, potential exists for personally identifiable information to be provided in response thereto. To the extent that personally identifiable information of a student is contained in his or her responses

to a survey, the school district will take appropriate steps to ensure the data is protected in accordance with Minnesota Statutes chapter 13 (Minnesota Government Data Practices Act), 20 United States Code section 1232g (Family Educational Rights and Privacy Act) and 34 Code of Federal Regulations Part 99.

- E. The school district must not impose an academic or other penalty on a student who opts out of participating in a student survey.

IV. STUDENT SURVEYS CONDUCTED AS PART OF DEPARTMENT OF EDUCATION PROGRAM

- A. All instructional materials, including teacher's manuals, films, tapes, or other supplementary material which will be used in connection with any survey, analysis, or evaluation as part of any program funded in whole or in part by the U.S. Department of Education, shall be available for inspection by the parents or guardians of the students.
- B. No student shall be required, as part of any program funded in whole or in part by the U.S. Department of Education, without the prior consent of the student (if the student is an adult or emancipated minor), or, in the case of an unemancipated minor, without the prior written consent of the parent, to submit to a survey that reveals information concerning:
 - 1. political affiliations or beliefs of the student or the student's parent;
 - 2. mental and psychological problems of the student or the student's family;
 - 3. sex behavior or attitudes;
 - 4. illegal, antisocial, self-incriminating, or demeaning behavior;
 - 5. critical appraisals of other individuals with whom respondents have close family relationships;
 - 6. legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers;
 - 7. religious practices, affiliations, or beliefs of the student or the student's parent; or
 - 8. income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program).
- C. A school district that receives funds under any program funded by the U.S. Department of Education shall develop local policies consistent with Sections

IV.A. and IV.B., above, concerning student privacy, parental access to information, and administration of certain physical examinations to minors.

1. The following policies are to be adopted in consultation with parents:

- a. The right of a parent to inspect, on request, a survey, including an evaluation, created by a third party before the survey is administered or distributed by a school to a student, including procedures for granting a parent's request for reasonable access to such survey within a reasonable period of time after the request is received.

"Parent" means a legal guardian or other person acting *in loco parentis* (in place of a parent), such as a grandparent or stepparent with whom the child lives, or a person who is legally responsible for the welfare of the child.

- b. Arrangements to protect student privacy in the event of the administration or distribution of a survey, including an evaluation, to a student which contains one or more of the items listed in Section IV.B., above, including the right of a parent of a student to inspect, on request, any such survey.

- c. The right of a parent of a student to inspect, on request, any instructional material used as part of the educational curriculum for the student and procedures for granting a request by a parent for such access within a reasonable period of time after the request is received.

"Instructional material" means instructional content that is provided to a student, regardless of format, including printed or representational materials, audio-visual materials, and materials in electronic or digital formats (i.e., materials accessible through the Internet). The term does not include academic tests or academic assessments.

- d. The administration of physical examinations or screenings that the school district may administer to a student. This provision does not apply to a survey administered to a student in accordance with the Individuals with Disabilities Education Act (20 U.S.C. § 1400, *et seq.*).

- e. The collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information (or otherwise providing the information to others for that purpose), including arrangements to protect student privacy that are provided by the school district in the event of such collection,

disclosure, or use.

- (1) “Personal information” means individually identifiable information including a student or parent’s first and last name; a home or other physical address (including street name and the name of the city or town); a telephone number; or a Social Security identification number.
- (2) This provision does not apply to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions, such as:
 - (a) college or other post-secondary education recruitment or military;
 - (b) book clubs, magazines, and programs providing access to low cost literary products;
 - (c) curriculum and instructional materials used by elementary and secondary schools;
 - (d) tests and assessments used by elementary schools and secondary schools to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students, or to generate other statistically useful data for the purpose of securing such tests and assessments and the subsequent analysis and public release of the aggregate data from such tests and assessments;
 - (e) the sale by students of products or services to raise funds for school-related or education-related activities; and
 - (f) student recognition programs.
- (3) The right of a parent to inspect, on request, any instrument used in the collection of information, as described in Section IV.C.1., Subparagraph e., above, before the instrument is administered or distributed to a student and procedures for granting a request by a parent for reasonable access to such an instrument within a reasonable period of time after the request is received.

2. The policies adopted under Section IV.C., Subparagraph 1., above, shall provide for reasonable notice of the adoption or continued use of such policies directly to parents of students enrolled in or served by the school district.
 - a. The notice will be provided at least annually, at the beginning of the school year, and within a reasonable period of time after any substantive change in a policy.
 - b. The notice will provide parents with an opportunity to opt out of participation in the following activities:
 - (1) Activities involving the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information, or otherwise providing that information to others for that purpose.
 - (2) The administration of any third-party survey (non-Department of Education funded) containing one or more of the items contained in Section IV.B., above.
 - (3) Any nonemergency, invasive physical examination or screening that is required as a condition of attendance, administered by the school and scheduled by the school in advance, and not necessary to protect the immediate health and safety of the student or other students.

“Invasive physical examination” means any medical examination that involves the exposure of private body parts, or act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision, or scoliosis screening.
 - c. The notice will advise students of the specific or approximate dates during the school year when the activities in Section IV.C.2., Subparagraph b., above, are scheduled, or expected to be scheduled.
 - d. The notice provisions shall not be construed to preempt applicable provisions of state law that require parental notification and do not apply to any physical examination or screening that is permitted or required by applicable state law, including physical examinations or screenings that are permitted without parental notification.

V. NOTICE

- A. The school district must give parents and students notice of this policy at the

beginning of each school year and after making substantive changes to this policy.

- B. The school district must inform parents at the beginning of the school year if the district or school has identified specific or approximate dates for administering surveys and give parents reasonable notice of planned surveys scheduled after the start of the school year. The school district must give parents direct, timely notice when their students are scheduled to participate in a student survey by United States mail, e-mail, or another direct form of communication.
- C. The school district must give parents the opportunity to review the survey and to opt their students out of participating in the survey.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 121A.065 (District Surveys to Collect Student Information;
Parent Notice and Opportunity for Opting Out)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
20 U.S.C. § 1232h (Protection of Pupil Rights)
34 C.F.R. § 99 (Family Educational Rights and Privacy Act Regulations)
Gonzaga University v. Doe, 536 U.S. 273 (2002)
C.N. v. Ridgewood Bd. of Educ., 430 F.3d. 159 (3rd Cir. 2005)
Fields v. Palmdale School Dist., 427 F.3d. 1197 (9th Cir. 2005)

751 INTERNAL CONTROL POLICY

I. PURPOSE

Pipestone Area Schools, ISD 2689, seeks to balance its internal accounting control in such a way as to ensure public confidence and maintain the integrity of its financial systems and assets, without unduly inhibiting the ability to efficiently carry out its mission.

II. CASH DISPURSEMENTS

1. GOAL

The goal of the Pipestone Area School Board in establishing an internal control system for cash disbursements is to safeguard the assets of Pipestone Area Schools and to ensure an appropriate level of fiduciary responsibility

2. OBJECTIVE

The objective of the Pipestone Area School Board in meeting this goal is to ensure that cash is disbursed only upon proper authorization of management for valid governmental purposes, and that all disbursements are properly recorded.

3. PROCEDURES

A. Segregation of Duties

No financial transaction shall be handled by only one person from beginning to end.

1. Payment of all claims will be authorized by either the Principal, Curriculum Director, Activities Director, or Superintendent. The School Board will authorize the payment of all the claims.

2. Checks will be signed by the School Board Chairman, Clerk, and Treasurer. Signatures are electronic and all 3 are required on the check. The electronic signature is stored on the hard drive on the Accounts Payable Clerk, Payroll/HR Coordinator, and the Business Manager's computers. Access to payment printing is password protected on each of the computer noted above.

3. Payments will be coded and recorded by the Accounts Payable Clerk, with oversight by the Business Manager. In the absence of the Accounts Payable Clerk, the Business Manager may code and record payments.

4. The Treasurer's report and budget year-to-date report will be prepared by the Business Manager and presented to the School Board on a monthly basis. The

Accounts Payable Clerk will prepare the detail payment register by check number, which will be presented to the School Board on a monthly basis. The Business Manager will review the detail payment register by check number after it is prepared.

5. A requisition will be completed for all purchases, and approved by the appropriate administrator. Teacher requisitions are approved by the building Principal, or the Curriculum Director. The Superintendent approves the Facility Manager, Tech Coordinator, and Food Service requisitions, and the Business Manager approves requisitions for the Business Office.

6. Requisition processing -

- Elementary – Administrative Assistant processes all requisitions for elementary staff.
- MS/HS - Administrative Assistant processes all requisitions for MS/HS staff.
- Accounts Payable Clerk – processes requisitions for Food Service, Tech Coordinator, Facility Manager, and Business Office.
- The processing personnel will make sure they have the appropriate signatures before a purchase order is generated. Consecutive purchase order numbers are automatically assigned in Smart Finance. The Superintendent’s signature is on all purchase orders. The electronic signature is password protected and stored on the hard drives of the personnel that prepare purchase orders.
- Properly signed and approved purchase orders will be mailed by the personnel who it was prepared by.

B. **Accounting Controls**

The following common internal controls relate to paying bills:

1. All disbursements will be made by pre-numbered checks. The MICR encoding is printed on the checks at the time of payment processing, eliminating actual pre-printed check stock.

2. Smart Finance Software does not allow the user to use the same check number per bank record.

3. Under no circumstances will blank checks be signed in advance.

4. The Accounts Payable Clerk receives the mail for the Business Office. The invoices are stamped with “IS THIS INVOICE OK TO PAY?” The stamp also contains the date received by the Accounts Payable Clerk, along with a signature and date line for the appropriate individual to sign. Invoices are then delivered to the individual for their signature. When the invoice is returned to the Accounts Payable Clerk, the payment process is initiated.

5. All signed checks will be mailed promptly by the Accounts Payable Clerk after the School Board approves the expenditures at the monthly board meeting.

6. When an invoice is paid, the voucher number is listed on the invoice. The check stub contains the vendor name, invoice date, voucher number, check number, check date, and amount paid. The check has 3 parts and the third part is attached to the invoice.

7. A monthly detail payment register by check number will be prepared on a monthly basis. The report details the vendor, bank, check number, check date, account code, dollar amount, and the description of the expenditures. The Accounts Payable Clerk generates the report which is reviewed by the Business Manager. The report is presented at the monthly board meetings for the School Board to approve payment of the invoices.

8. Credit card purchases are allowed. The employee will have to complete a requisition, following the procedures noted above (3. A. 5 and 6). The Accounts Payable Clerk issues the credit cards. The cards are numbered and the user has to sign for the card, along with the reason for needing the credit card. The employee has to include all of the detailed receipts and a description of the purchase when the credit card is returned.

9. If a personal credit card is used for travel, the employee must fill out the Employee Reimbursement/Travel Claim. Block A of the form is the narrative. The employee has to fill in the general purpose of the expenses. Block B contains the detail of the travel expenses (e.g., meals, lodging, taxi, bus, parking, tolls, rental car expense, and conference fees). Detailed receipts need to be attached to the Employee Reimbursement/Travel Claim in order for the employee to be reimbursed. The employee and the administrator in charge of the employee need to sign the form.

10. All journal entries will be prepared by the Business Manager with the supporting documentation.

III. PAYROLL

1. GOAL

The goal of the Pipestone Area School Board in establishing an internal control system for payroll disbursements is to safeguard the assets of the school and to ensure an appropriate level of fiduciary responsibility.

2. OBJECTIVE

The objective of the Pipestone Area School Board in meeting this goal is to ensure that payroll disbursements are made only upon proper authorization to bona fide employees, that payroll disbursements are properly recorded, and related legal requirements (such as payroll tax deposits) are complied with.

3. PROCEDURES

A. **Segregation of Duties**

Payroll checks will be processed by the following persons:

1. The Business Manager will review the payroll register after HR/Payroll Coordinator completes the payroll.
2. The HR/Payroll Coordinator will prepare all payroll related tax withholding deposits and reports.
3. The SWWC Service Cooperative will prepare year-end W-2's for employees. The HR/Payroll Coordinator will distribute the W-2's and respond to inquiries regarding the same.

B. **Accounting Controls**

The following common internal controls relate to payroll:

1. Time sheets are required for hourly employees to document employee hours, including overtime and leave time. Designated hourly employee use a time clock to track their hours.
2. Employment records will be maintained for each employee that detail wage rates, benefits, taxes withheld, and any changes in employment status.
3. Payroll-related taxes, including employer share, will be withheld and paid to the appropriate government agency on a timely basis.
4. Written contracts shall dictate the accounting for vacations, holidays, sick leave, and other benefits.
5. A list of payroll checks written, with the appropriate taxes withheld, will be maintained in a separate payroll register.

IV. STUDENT ACTIVITY ACCOUNTS

1. GOAL

The goal of the Pipestone Area School Board in establishing an internal control system for student activity accounts to safeguard the assets of the school and to ensure an appropriate level of fiduciary responsibility.

2. OBJECTIVE

The objective of the Pipestone Area School Board in meeting this goal is to provide guidelines for the use, safekeeping, and reporting standards of the student activity accounts.

3. PROCEDURES

A. **Segregation of Duties/Accounting Controls**

Student activity funds are available for extra curricular activities, which is defined as all direct and personal services for pupils for their enjoyment that are managed and operated under the guidance of an adult or staff member. Student activity accounts are for extracurricular activities where funds are raised by students, and for students that are currently enrolled and participate in an activity.

1. Cash Disbursements – The student activity advisor has to complete the required form with the Accounts Payable Clerk. The form includes the vendor, date, dollar amount, and a description of the service or goods provided. The completed form will be signed by activity advisor, the student advisor, and the MS/HS Principal. The invoice has to be attached to the form and will be reviewed by the Accounts Payable Clerk for accuracy. If questions arise, the Accounts Payable Clerk will contact the student advisor. The checks are signed by the Business Manager and the Superintendent. The electronic signature is stored on the Accounts Payable Clerks hard drive. Access to payment printing is password protected on the computer noted above.

2. Cash Receipts – The student activity advisor has to complete the required deposit form with the Accounts Payable Clerk. The form includes the date, account, activity advisor signature, and the dollar amount. The Accounts Payable Clerk will count the deposit for accuracy, and if there is a discrepancy between the two amounts, the activity advisor in contacted, the issue is discussed and resolved. The Accounts Payable Clerk prepares the deposit and the Business Manager brings the deposit to the bank.

3. A monthly detail payment by register is prepared on a monthly basis and presented to the School Board.

4. The Accounts Payable Clerk prepares the monthly activity for receipts and disbursements each month for the advisors to review.

5. Pipestone Area Schools will comply with the “Manual for Activity Fund Accounting” prepared by the Minnesota Department of Education.

V. CASH RECEIPTS

1. GOAL

The goal of the Pipestone Area School Board in establishing an internal control system for cash receipts is to safeguard assets of the school and to ensure an appropriate level of fiduciary responsibility.

2. OBJECTIVE

The objective of the Pipestone Area School Board in meeting this goal is to ensure that all cash intended for the school is received, promptly deposited, properly recorded, reconciled, and kept under adequate security.

3. PROCEDURES

A. Segregation of Duties

No financial transaction shall be handled by only one person from beginning to end.

1. The Superintendent's Admin Assistant will be responsible for receiving all cash payments to the school district, whether by mail or in person. In the absence of the Superintendent's Admin Assistant, the Accounts Payable Clerk may receive cash payments.
2. The Superintendent's Admin Assistant will review receipts prior to making any deposits. The Business Manager will be responsible for coding the receipts and entering the deposits into Smart Finance.
3. The bank reconciliations will be prepared by the Business Manager on a monthly basis. The Business Manager will prepare the Treasurer's report and present it to the Pipestone Area School Board on a monthly basis.
4. Invoices for Pipestone Area Schools will be prepared by the Business Manager. An accounts receivable register will be maintained by the Business Manager.

B. Accounting Controls

The following guidelines will govern the processing of receipts.

1. All receipts will be deposited in a timely manner.
2. The Superintendent's Admin Assistant will record all receipts using a sequential receipt number.
3. Receipts will include payer, date, amount, and description.
4. Receipts will be coded with appropriate account information.
5. Receipt documents totals must match totals from bank receipt.
6. Receipts will be recorded in Smart Finance.
7. Receipts from donations must be presented to the Pipestone Area School Board for acceptance and approval.
8. Concessions: Various groups sign up to do concessions. The Accounts Payable Clerk prepares a cash box with \$500.00 from the safe for starting cash for concessions. The cash box is delivered to the Athletic Director, who then gives it to the advisor supervising concessions. At the end of the event, the cash box is counted and recorded by the advisor and the Accounts Payable Clerk. The \$500.00 starting cash goes back into the safe and anything over gets deposited by the Accounts Payable Clerk.

9. Extracurricular Events – Gate Receipts: The Accounts Payable Clerks prepares ticket gate boxes with \$500.00 from the safe for starting cash for gate sales. The cash box(es) are delivered to the Athletic Director, who then gives it/them to the ticket seller. At the end of the event, the cash box is counted and recorded by the ticket seller and the Accounts Payable Clerk. The \$500.00 starting cash goes back into the safe and anything over and above is counted and deposit is prepared by the Superintendent’s Admin Assistant.

10. The Accounts Payable Clerk has \$2700.00 in a locked safe for concessions and ticket gate boxes. The Accounts Payable Clerk and the Athletic Director are the only personnel who know the combination of the safe.

VI. BUDGETARY CONTROLS

1. GOAL

The goal of the Pipestone Area School Board in establishing an internal control system for budgetary control is to safeguard the assets of the school and to ensure an appropriate level of fiduciary responsibility.

2. OBJECTIVE

The objective of the Pipestone Area School Board in meeting this goal is to ensure that the budget is monitored on an ongoing basis.

3. PROCEDURES

A. Segregation of Duties

The following guidelines will govern the preparation and monitoring of the budget.

1. The Superintendent will establish the budget monetary guidelines that will be used in the budget. The appropriate staff are responsible for completing requisitions. The Business Manager creates a spreadsheet with the requisitions coded to the appropriate areas. The Business Manager meets with the Elementary, MS/HS Principal, and the Curriculum Director to ensure the total of the requisitions are within the budgetary guidelines established by the Superintendent.

2. The Business Manager will prepare spreadsheets for the salaries and benefits. These spreadsheets will serve as the source documents for the payroll side of the budget.

3. The Business Manager will use a percentage increase for other items in the budget based on current economic conditions.

4. The Business Manager and Superintendent will review the budget. The preliminary budget will be presented to the School Board at the June meeting for approval.

5. A budget transfer form will be prepared if there are changes to the original budget. The budget transfer form will include the accounts that are affected by the budget transfer. The form will also include an explanation of why the transfer was made. The budget transfer has to be approved by the Superintendent.

6. If there is an increase or decrease in the overall budget, a budget amendment will be prepared. The budget amendments will be presented to the School Board for approval.

VII. FINANCIAL STATEMENT PREPARATION

1. GOAL

The goal of the Pipestone Area School Board in establishing an internal control system for financial statement preparation.

2. OBJECTIVE

The objective of the Pipestone Area School Board is to negate the audit finding which states that “District personnel that lack the necessary expertise are responsible for financial statements required to be prepared in accordance with generally accepted accounting principles.” This finding was included in the audit report for the year ending June 30, 2021.

3. PROCEDURES

A. Required Review Policies and Procedures

1. The Business Manager will reconcile the general ledger amounts to the draft financial statements utilizing grouping schedules provided by the auditors.

2. The Business Manager will review all of the supporting documentation and explanations for journal entries that are proposed by the auditing firm and approve the journal entries.

3. The Business Manager will review the adequacy of the financial statement disclosures by completing a disclosure checklist. The Business Manager will use the disclosure checklist published by the American Institute of Certified Public Accountants.

4. The Business Manager will review and approve schedules and calculations supporting the amounts included in the notes to the financial statements.

**Independent School District #2689
FY22 Revised General Fund Revenue and Expenditures
February 22nd, 2022**

FY22 Projected Revised Revenue	\$14,897,069.00
FY22 Projected Revised Expenditures	<u>(\$15,604,580.00)</u>
FY22 Projected Deficit	<u><u>(\$707,511.00)</u></u>

**Independent School District #2689
FY22 Original General Fund Revenue and Expenditures
June 18th, 2020**

FY22 Projected Original Revenue	\$14,136,662.00
FY22 Projected Original Expenditures	<u>(\$15,278,810.00)</u>
FY22 Projected Deficit	<u><u>(\$1,142,148.00)</u></u>

Independent School District #2689				
FY22 Revised General Fund Expenditures				
February 22nd, 2022				
	Code	22 Revised Budget	22 Original Budget	Difference
Administrative Salaries	110	\$523,368.00	\$562,477.00	(\$39,109.00)
Teacher Salaries	140	\$4,647,198.00	\$4,659,764.00	(\$12,566.00)
Non-Licensed Classroom Personnel	141	\$129,685.00	\$137,350.00	(\$7,665.00)
Licensed Instructional Support Personnel	143	\$59,750.00	\$59,000.00	\$750.00
Non-Licensed Instructional Support Personnel	144	\$19,797.00	\$71,733.00	(\$51,936.00)
Substitute Salaries	145	\$100,000.00	\$106,000.00	(\$6,000.00)
Substitute Non-Licensed Classroom	146	\$40,000.00	\$40,000.00	\$0.00
Language Pathologist	152	\$75,633.00	\$77,090.00	(\$1,457.00)
School Nurse	154	\$95,500.00	\$56,706.00	\$38,794.00
Social Worker	156	\$52,993.00	\$41,659.00	\$11,334.00
Certified Paraprofessional	161	\$418,969.00	\$437,274.00	(\$18,305.00)
Certified One-to-One Paraprofessional	162	\$221,593.00	\$212,321.00	\$9,272.00
School Counselor	165	\$115,496.00	\$163,996.00	(\$48,500.00)
Non-Instructional Support	170	\$754,347.00	\$727,919.00	\$26,428.00
DAPE Specialist	174	\$0.00	\$15,000.00	(\$15,000.00)
Other Salary Payment	185	\$578,534.00	\$577,394.00	\$1,140.00
Severance	191	\$21,825.00	\$21,825.00	\$0.00
FICA	210	\$594,102.00	\$609,540.00	(\$15,438.00)
PERA	214	\$125,035.00	\$127,974.00	(\$2,939.00)
TRA	218	\$498,341.00	\$517,337.00	(\$18,996.00)
Health Insurance	220	\$710,008.00	\$631,460.00	\$78,548.00
Life Insurance	230	\$5,466.00	\$5,415.00	\$51.00
Group Dental Insurance	235	\$1,191.00	\$1,191.00	\$0.00
Long Term Disability	240	\$340.00	\$340.00	\$0.00
TSA Match	250	\$92,450.00	\$92,363.00	\$87.00
Employer Sponsored H S A	251	\$86,486.00	\$57,723.00	\$28,763.00
Workmens Comp	270	\$44,464.00	\$58,758.00	(\$14,294.00)
Unemployment Compensation	280	\$0.00	\$5,000.00	(\$5,000.00)
Other Post Employment Benefits	291	\$0.00	\$44,759.00	(\$44,759.00)
Total Salaries and Fringe		\$10,012,571.00	\$10,119,368.00	(\$106,797.00)
Other Employee Benefits	299	\$0.00	\$0.00	\$0.00
Fed Sub Awards under \$25,000.00	303	\$56,000.00	\$31,000.00	\$25,000.00
Fed Sub Awards over \$25,000.00	304	\$1,100.00	\$1,100.00	\$0.00
Consulting and Servicing Fees	305	\$294,523.00	\$289,165.00	\$5,358.00
School Resource Officer	310	\$46,350.00	\$46,350.00	\$0.00
Services Purchased from Coop	316	\$126,641.00	\$126,641.00	\$0.00
Computer and Technology Services	319	\$0.00	\$0.00	\$0.00
Communications/Phone	320	\$41,590.00	\$41,590.00	\$0.00
Postage and Express	329	\$8,932.00	\$8,932.00	\$0.00
Utility Services	330	\$280,246.00	\$280,246.00	\$0.00
Property Insurance	340	\$108,976.00	\$100,576.00	\$8,400.00
Repairs and Maintenance	350	\$167,437.00	\$72,437.00	\$95,000.00
Transportation	360	\$1,122,482.00	\$1,216,532.00	(\$94,050.00)
Travel	366	\$143,984.00	\$143,984.00	\$0.00
Entry Fees/Student Travel	369	\$54,817.00	\$52,849.00	\$1,968.00
Rentals and Leases	370	\$86,532.00	\$86,532.00	\$0.00
Mental Health Professional	379	\$5,000.00	\$0.00	\$5,000.00
To Other MN School Districts	390	\$60,000.00	\$60,000.00	\$0.00
To Out of State Districts	392	\$29,600.00	\$59,600.00	(\$30,000.00)
Special Ed Contracted Services	393	\$158,737.00	\$178,737.00	(\$20,000.00)
To Non-Ed Agency	394	\$174,350.00	\$174,350.00	\$0.00
Special Ed Salary Purchased from Co-op	396	\$435,385.00	\$435,385.00	\$0.00
Special Ed Benefits Purchased Co-op	397	\$23,767.00	\$23,767.00	\$0.00

Charge Back		398	\$0.00	\$0.00	\$0.00
General Supplies		401	\$274,651.00	\$264,015.00	\$10,636.00
Non-Instructional Computer Software		405	\$52,464.00	\$77,464.00	(\$25,000.00)
Instructional Software License		406	\$86,290.00	\$58,032.00	\$28,258.00
Instructional Supplies		430	\$130,360.00	\$144,284.00	(\$13,924.00)
Individualized Materials		433	\$31,375.00	\$31,375.00	\$0.00
Fuel for Buildings		440	\$87,200.00	\$87,200.00	\$0.00
Non-Instructional Tech Supplies		455	\$15,000.00	\$15,000.00	\$0.00
Instructional Tech Supplies		456	\$40,000.00	\$0.00	\$40,000.00
Textbooks/Workbooks		460	\$68,713.00	\$80,713.00	(\$12,000.00)
Standardized tests		461	\$2,800.00	\$2,800.00	\$0.00
Non-Instructional Tech Devices		465	\$31,100.00	\$4,000.00	\$27,100.00
Instructional Technology Devices		466	\$289,568.00	\$58,993.00	\$230,575.00
Library Books		470	\$17,800.00	\$17,800.00	\$0.00
Audio Visual Aids		480	\$0.00	\$0.00	\$0.00
Electronic Format		485	\$4,000.00	\$4,000.00	\$0.00
Cap Noninstructional Tech Software		505	\$8,500.00	\$8,500.00	\$0.00
Cap Instructional Tech Software		506	\$0.00	\$0.00	\$0.00
Site or Grounds Acquisition		510	\$365,000.00	\$255,000.00	\$110,000.00
Building Acquisition and Construction		520	\$150,456.00	\$75,000.00	\$75,456.00
Equipment Purchased		530	\$130,509.00	\$102,759.00	\$27,750.00
Special Education Equipment		533	\$0.00	\$0.00	\$0.00
Chargeback		545	\$0.00	\$0.00	\$0.00
Eligible Pupil Transportation		548	\$65,000.00	\$70,000.00	(\$5,000.00)
Vehicles Purchased		550	\$56,125.00	\$60,000.00	(\$3,875.00)
Technology Equipment		555	\$48,215.00	\$76,215.00	(\$28,000.00)
Technology Equipment Special Education		556	\$7,547.00	\$7,547.00	\$0.00
Principal on Capital Lease		580	\$75,000.00	\$75,000.00	\$0.00
Interest on Capital Lease		581	\$17,026.00	\$17,026.00	\$0.00
Dues and Memberships		820	\$23,196.00	\$23,196.00	\$0.00
Taxes and Special Assessments		896	\$4,540.00	\$1,250.00	\$3,290.00
Affordable Care Act Penalties		897	\$10,625.00	\$10,500.00	\$125.00
Scholarships		898	\$0.00	\$0.00	\$0.00
Miscellaneous Other Expenses		899	\$2,000.00	\$2,000.00	\$0.00
Contingency			\$70,500.00	\$100,000.00	(\$29,500.00)
Total			\$15,604,580.00	\$15,278,810.00	\$325,770.00
There is a total of \$70,500.00 Contingency included in this budget.					

Goal 1: By 2025, the percent of student in FRP student group will increase from current proficiency level of 27.6% to 37% as measured by the MN Comprehensive Assessments in Math

Goal 2: By 2025, require all teachers of math K-12 to complete an ASL (Analyzing Student Learning) Tool (NTC) with the Math Specialist to increase growth of instructional effectiveness.

Goal 3: By 2025, Pipestone students in grades K-12 will self-report an increase in their level of comfort with initiating and maintaining social relationships with students different from themselves (racially/ethnically diverse, socioeconomically diverse) from an average comfort level of 2 out of 5 to an average comfort level of 4 out of 5 as measure by a district-created survey utilizing a 5-point Likert scale.

WBWF goal area: Closing the achievement gap for identified student groups.

WBWF goal area: Closing the achievement gap for identified student groups.

WBWF goal area: Closing the achievement gap for identified student groups.

Achievement Disparity

Teacher Equity

Integration

Strategy:

Strategy:

Strategy:

1. Math Specialist

1. Analyzing Student Learning Tool

1. Cross-District math Integration Programs

Integrated Learning Environment - uses policies, curriculum, or trained instructors, differentiated instruction, or targeted interventions.

Integrated Learning Environment - uses policies, curriculum, or trained instructors, differentiated instruction, or targeted interventions.

Integrated Learning Environment - Increases cultural fluency, competency, and interaction.

Narrative: Teacher FTE will coach teachers in grades K-8 to implement the MN Math Standards, expose students to best practices in the instruction of mathematics, and reinforce intervention strategies to alleviate student deficiencies. The Math Specialist will also coordinate and plan integration activities focusing on math skills and strategies for Edgerton and Pipestone students in grades K-12.

Narrative: The Math Specialist will increase coaching to all tenured and non-tenured math teachers using the ASL to help teachers of math better understand the results of standards-based instruction and to have a thorough understanding of what students know and are able to do relative to standards-based tasks in addition to supporting conversations about equitable instruction and classroom conditions that shift teacher practice and promote student learning; thus, providing all students access to effective math teachers.

Narrative: The Math Specialist and Math Interventionist will coordinate, plan, and host, with the support of grade-level math teachers, Cross-District Math Integration Programs available for all students either during the school year and/or during summer school face-to-face or virtually to integrate Edgerton and Pipestone students in grades K-12 increasing all students' cultural fluency, competency, and interaction with the focus of building math skills and strategies. Cross-District Math Integration Programs will address areas of need in math for both districts and introduce/reinforce strategies to shift those areas of need to areas of strength. Through the introduction/reinforcement of strategies, students will be exposed to and work with students from different racial, cultural, and economic backgrounds different from their own.

Locations of services: Pipestone Elementary School, Pipestone MS/HS, and Edgerton Public Schools

Locations of services: Pipestone Elementary School and Pipestone MS/HS

Locations of services: Pipestone Elementary School, Pipestone MS/HS, and Edgerton Public Schools

KIPs:

Percentage of students in FRP student group will increase from current proficiency level of 27.6% to 37% as measured by Math MCA. 30% / 34% / 37%

KIPs:

Percentage of students in FRP student group will increase from current proficiency level of 27.6% to 37% as measured by Math MCA. 30% / 34% / 37%

KIPs:

Percentage of students in FRP student group will increase from current proficiency level of 27.6% to 37% as measured by Math MCA. 30% / 34% / 37%

From the Winter screening to the Spring screening, grades K-8 will have 50% of students that are some/high risk move up a level as measured by the earlyMath or aMath screener.

From the Winter screening to the Spring screening, grades K-8 will have 50% of students that are some/high risk move up a level as measured by the earlyMath or aMath screener.

From the Winter screening to the Spring screening, grades K-8 will have 50% of students that are some/high risk move up a level as measured by the earlyMath or aMath screener.

Increase in positive perception from teachers in finding coaching from the Math Specialist beneficial to their growth in implementing the MN Math Standards and using instructional best practices in mathematics.

Increase successful completion of ASL with tenured and non-tenured math instructors K-12 as measured by documentation in Kiano.

The number of students and student group types from Pipestone who participate in Cross-District Math Integration Programs will increase from the first program to the last.

Increased use in New Teacher Center Coaching High Leverage Tools with teachers of mathematics as measured by documentation in Kiano.

Increased use in New Teacher Center Coaching High Leverage Tools with teachers of mathematics as measured by documentation in Kiano.

Increase in students' level of comfort with initiating and maintaining social relationships with students different from themselves.

2. Math Interventionist

Integrated Learning Environment - uses policies, curriculum, or trained instructors, differentiated instruction, or targeted interventions.

Narrative: A teacher FTE. The Math Interventionist will support students in grades K-3 in need of additional intervention to master grade-level skills. Supporting these students' needs will work to close achievement gaps in the FRP students group gap in Math. Referral to the Math Interventionist will be based on FAST Math data, Number Worlds Screener data, and classroom math data. The Math Interventionist will coordinate and plan integration activities focusing on math skills and strategies for Pipestone and Edgerton students in grades K-12.

Location of services: Pipestone Elementary School

KIPs:

Percentage of students in FRP student group will increase from current proficiency level of 27.6% to 37% as measured by Math MCA.30% / 34% / 37%

From the Winter screening to the Spring screening, grades K-8 will have 50% of students that are some/high risk move up a level as measured by the earlyMath or aMath screener.

The number of students who need to receive support from the Math Interventionist will decrease due to more students gaining skills and growing at high rates.

Increase in positive perception from students who receive support from the Math Interventionist.

Increase in positive perception from teachers of students who have received intervention support.



Achievement and Integration Plan Form

July 1, 2022 to June 30, 2025

Complete this form by typing information where indicated and deleting placeholder text. The form will expand to fit.

District ISD# and Name: Pipestone Area Schools

Title of Person submitting Report: Melany Wellnitz

District Integration Status: Racially Isolated

Phone: 507-562-6015

Superintendent Name: Kevin Enerson

Email: Melany.wellnitz@pas.k12.mn.us

Superintendent Phone Number: 507-562-6068

Superintendent Email: kevin.enerson@pas.k12.mn.us

Racially Identifiable Schools within District

If you have been notified by the Minnesota Department of Education (MDE) that your district has a racially identifiable school, please list each of those schools below. Add additional lines as needed.

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

Plans for racially identifiable schools should include the same information and follow the same format as districtwide plans. Provide that information in the Racially Identifiable School section of this document.

Partnering Districts Racially isolated districts must partner with adjoining districts on student integration strategies (Minn. R. 3535.0170). List the districts you will partner with, adding additional lines as needed.

Provide the name of your integration collaborative if you have one:

1. Edgerton Public Schools ISD 581

School Board Approval

____ We certify that we have approved this Achievement and Integration plan and will implement it as part of our district's World's Best Workforce plan (Minn. Stat. § 124D.861, subd. 4).

____ We certify that we sought and received input on integration goals and strategies from councils as described on page 2. The council(s) included representation and meaningful input from our American Indian Parent Advisory Committee as required by Minnesota Rules 3535.0160, subpart 2, and Minnesota Rules 3535.0170, subparts 2-5.

Superintendent name: Kevin Enerson

Signature: _____ Date Signed: _____

School Board Chair name: Jeff Baatz

School Board Chair Signature: _____ Date Signed: _____

Plan Input

Minnesota School Desegregation/Integration Rule, part 3535.0170, subpart 2, requires racially isolated and adjoining districts to establish a multidistrict collaboration council to provide input on integration goals and to identify cross-district strategies to improve student integration.

Districts with racially identifiable schools are required to convene a community collaboration council to assist in developing integration goals and to identify ways of creating increased opportunities for integration at the racially identifiable schools (Minn. R. 3535.0160, subp. 2).

American Indian Parent Advisory Committee Districts with an American Indian parent advisory committee must include representation from this committee on the councils described above (Minn. R. 3535.0160, subp. 2, and 3535.0170, subp. 3).

For stakeholder input to be meaningful, it should be based on open communication and coordination that acknowledges and considers the views of all participants. For steps to ensure that input from your council is meaningful, see the Facilitation Guide in the Achievement and Integration Plan Guide, and see the Tribal Consultation Guidance.

Below, list your council members and identify American Indian parent committee members. Briefly describe council members' recommendations for your district-wide plan and for your racially identifiable school plans, as applicable. You may also include meeting dates and describe the process you used to ensure meaningful input from council members.

Multidistrict Collaboration Council: Kevin Enerson, Melany Wellnitz, Jamie Fenicle, Ryan Wielenberg, Kelli Byrness (AIPAC), Keith Buckridge (Edgerton)

Community Collaboration Council for Racially Identifiable School(s): _____

Submitting this Plan

Submit your completed plan as a Word document to MDE for review and approval (Minn. Stat. § 124D.861, subd. 4). Once it's signed, scan the signature page and save it as a separate PDF. Email your plan and signature page to MDE.integration@state.mn.us.

Detailed directions and support for completing this plan can be found in the Achievement and Integration Plan Guide.

Achievement and Integration Goals

This plan must contain three types of goals, at least one for each of the following:

1. Reducing the disparities in academic achievement among all students and specific categories of students excluding the categories of gender, disability, and English learners.
2. Reducing the disparities in equitable access to effective and more diverse teachers among all students and specific categories of students excluding the categories of gender, disability, and English learners.
3. Increasing racial and economic integration (Minn. Stat. § 124D.861, subd. 2 (a)).

Enter SMART Goal #1: By 2025, the percentage of students in FRP student group will increase from current proficiency level of 27.6% to 37% as measured by the MN Comprehensive Assessments in Math.

Choose a WBWF goal area: Closing the achievement gap for identified student groups.

Choose the type of Goal:

Achievement Disparity

Integration

Teacher Equity

To add goals, copy the two lines directly above and paste them below the strategies supporting Goal #1.

Strategies

Each goal should have at least one strategy. Number each strategy sequentially and give it a unique name. For each strategy, provide a narrative description as explained below.

Districts may use Achievement and Integration revenue to pursue racial and economic integration and reduce achievement disparities between student groups through the types of strategies listed in the Type of Strategy drop-down menus below (Minn. Stat. § 124D.861, subd. 2).

Integration Requirement At least one of your strategies must be a student integration activity designed and implemented to bring together students from a racially isolated district with students from that district's adjoining Achievement and Integration districts (Minn. R. 3535.0170).

Copy and paste the strategy section below for each additional strategy.

NOTE: If a strategy is intentionally developed to support multiple goals, list its unique name and number and provide the narrative description for that strategy under one goal. Include that strategy's unique number and name under the other goals it supports. You do not have to copy the narrative description for that strategy under multiple goals.

Strategy Name and # Enter: Math Specialist – Goal 1 – Strategy 1

Choose the Type of Strategy: Innovative and integrated

Integrated Learning Environments (Minn. Stat. § 124D.861, subd. 1 (c)). If you chose *Innovative and integrated pre-K through grade 12 learning environments* as the strategy type above, your narrative description should describe how the different aspects of integrated learning environments listed below are part of that strategy:

Option 1: Uses policies, curriculum, or trained instructors and other advocates to support magnet schools, differentiated instruction, or targeted interventions.

Option 2: Provides school enrollment choices.

Option 3: Increases cultural fluency, competency, and interaction.

Option 4: Increases graduation rates.

Option 5: Increases access to effective and diverse teachers.

Narrative description of this strategy. Based on your description below someone reading your plan should understand what you are proposing to do, why you are doing it, and be able to recognize it if they see it. For example, explain what this activity will look like, what will be taught, which students will participate, how students are selected, intended outcomes for students, what will be assessed, how instruction will be delivered, and where will this take place.

Add narrative: Teacher FTE will coach teachers in grades K-8 to implement the MN Math Standards, expose students to best practices in the instruction of mathematics, and reinforce intervention strategies to alleviate student deficiencies. The Math Specialist will also coordinate and plan integration activities focusing on math skills and strategies for Edgerton and Pipestone students in grades K-12.

Enter location of services: Pipestone Elementary School, Pipestone MS/HS, and Edgerton Public Schools

List key indicators of progress for this strategy and annual targets for each indicator. Choose indicators that will help you know if the strategy is creating the outcomes you want to see.	2023 Target	2024 Target	2025 Target
Percentage of students in FRP student group will increase from current proficiency level of 27.6% to 37% as measured by Math MCA.	30%	34%	37%
From the Winter screening to the Spring screening, grades K-8 will have 50% of students that are some/high risk move up a level as measured by the earlyMath or aMath screener.	25%	35%	50%
Increase in positive perception from teachers in finding coaching from the Math Specialist beneficial to their growth in implementing the MN Math Standards and using instructional best practices in mathematics.	25%	50%	75%
Increased use in New Teacher Center Coaching High Leverage Tools with teachers of mathematics as measured by documentation in Kiano.	10 High-leverage Tools	20 High-leverage Tools	30 High-leverage Tools

Strategy Name and # Enter: Math Interventionist – Goal 1 – Strategy 2

Choose the Type of Strategy: Innovative and integrated

Integrated Learning Environments (Minn. Stat. § 124D.861, subd. 1 (c)). If you chose *Innovative and integrated pre-K through grade 12 learning environments* as the strategy type above, your narrative description should describe how the different aspects of integrated learning environments listed below are part of that strategy:

Option 1: Uses policies, curriculum, or trained instructors and other advocates to support magnet schools, differentiated instruction, or targeted interventions.

Option 2: Provides school enrollment choices.

Option 3: Increases cultural fluency, competency, and interaction.

Option 4: Increases graduation rates.

Option 5: Increases access to effective and diverse teachers.

Narrative description of this strategy. Based on your description below someone reading your plan should understand what you are proposing to do, why you are doing it, and be able to recognize it if they see it. For example, explain what this activity will look like, what will be taught, which students will participate, how students are selected, intended outcomes for students, what will be assessed, how instruction will be delivered, and where will this take place.

Add narrative: A teacher FTE. The Math Interventionist will support students in grades K-3 in need of additional intervention to master grade-level skills. Supporting these students' needs will work to close achievement gaps in the FRP students group gap in Math. Referral to the Math Interventionist will be based on FAST Math data, Number Worlds Screener data, and classroom math data. The Math Interventionist will coordinate and plan integration activities focusing on math skills and strategies for Pipestone and Edgerton students in grades K-12.

Enter location of services: Pipestone Elementary School, Pipestone MS/HS, and Edgerton Public Schools

List key indicators of progress for this strategy and annual targets for each indicator. Choose indicators that will help you know if the strategy is creating the outcomes you want to see.	2023 Target	2024 Target	2025 Target
Percentage of students in FRP student group will increase from current proficiency level of 27.6% to 37% as measured by Math MCA.	30%	34%	37%
From the Winter screening to the Spring screening, grades K-8 will have 50% of students that are some/high risk move up a level as measured by the earlyMath or aMath screener.	25%	35%	50%
The number of students who need to receive support from the Math Interventionist will decrease due to more students gaining skills and growing at high rates.	60%	50%	30%
Increase in positive perception from students who receive support from the Math Interventionist.	25%	50%	75%
Increase in positive perception from teachers of students who have received intervention support.	25%	50%	75%

Enter SMART Goal #2: By 2025, require all teachers of math K-12 to complete an ASL (Analyzing Student Learning) Tool (NTC) with the Math Specialist to increase growth of instructional effectiveness.

Choose a WBWF goal area: Closing the achievement gap for identified student groups.

Choose the type of Goal:

Achievement Disparity

Integration

Teacher Equity

Strategy Name and # Enter: Analyzing Student Learning Tool- Goal 2 – Strategy 1

Choose the Type of Strategy: Innovative and integrated

Integrated Learning Environments (Minn. Stat. § 124D.861, subd. 1 (c)). If you chose *Innovative and integrated pre-K through grade 12 learning environments* as the strategy type above, your narrative description should describe how the different aspects of integrated learning environments listed below are part of that strategy:

Option 1: Uses policies, curriculum, or trained instructors and other advocates to support magnet schools, differentiated instruction, or targeted interventions.

Option 2: Provides school enrollment choices.

Option 3: Increases cultural fluency, competency, and interaction.

Option 4: Increases graduation rates.

Option 5: Increases access to effective and diverse teachers.

Narrative description of this strategy. Based on your description below someone reading your plan should understand what you are proposing to do, why you are doing it, and be able to recognize it if they see it. For example, explain what this activity will look like, what will be taught, which students will participate, how students are selected, intended outcomes for students, what will be assessed, how instruction will be delivered, and where will this take place.

Add narrative: The Math Specialist will increase coaching to all tenured and non-tenured math teachers using the ASL to help teachers of math better understand the results of standards-based instruction and to have a thorough understanding of what students know and are able to do relative to standards-based tasks in addition to supporting conversations about equitable instruction and classroom conditions that shift teacher practice and promote student learning; thus, providing all students access to effective math teachers.

Enter location of services: Pipestone Elementary School and Pipestone MS/HS

List key indicators of progress for this strategy and annual targets for each indicator. Choose indicators that will help you know if the strategy is creating the outcomes you want to see.	2023 Target	2024 Target	2025 Target
Percentage of students in FRP student group will increase from current proficiency level of 27.6% to 37% as measured by Math MCA.	30%	34%	37%
From the Winter screening to the Spring screening, grades K-8 will have 50% of students that are some/high risk move up a level as measured by the earlyMath or aMath screener.	25%	35%	50%
Increase successful completion of ASL with tenured and non-tenured math instructors K-12 as measured by documentation in Kiano.	10 Teachers	20 Teachers	30 Teachers
Increased use in New Teacher Center Coaching High Leverage Tools with teachers of mathematics as measured by documentation in Kiano.	10 High-leverage Tools	20 High-leverage Tools	30 High-leverage Tools

Enter SMART Goal #3: By 2025, Pipestone students in grades K-12 will self-report an increase in their level of comfort with initiating and maintaining social relationships with students different from themselves (racially/ethnically diverse, socioeconomically diverse) from an average comfort level of 2 out of 5 to an average comfort level of 4 out of 5 as measure by a district-created survey utilizing a 5-point Likert scale.

Choose a WBWF goal area: All racial and economic achievement gaps between students are closed.

Choose the type of Goal:

Achievement Disparity

Integration

Teacher Equity

Strategy Name and # Enter: Cross-District Math Integration Programs – Goal 3 – Strategy 1

Choose the Type of Strategy: Innovative and integrated

Integrated Learning Environments (Minn. Stat. § 124D.861, subd. 1 (c)). If you chose *Innovative and integrated pre-K through grade 12 learning environments* as the strategy type above, your narrative description should describe how the different aspects of integrated learning environments listed below are part of that strategy:

Option 1: Uses policies, curriculum, or trained instructors and other advocates to support magnet schools, differentiated instruction, or targeted interventions.

Option 2: Provides school enrollment choices.

Option 3: Increases cultural fluency, competency, and interaction.

Option 4: Increases graduation rates.

Option 5: Increases access to effective and diverse teachers.

Narrative description of this strategy. Based on your description below someone reading your plan should understand what you are proposing to do, why you are doing it, and be able to recognize it if they see it. For example, explain what this activity will look like, what will be taught, which students will participate, how students are selected, intended outcomes for students, what will be assessed, how instruction will be delivered, and where will this take place.

Add narrative: The Math Specialist and Math Interventionist will coordinate, plan, and host, with the support of grade-level math teachers, Cross-District Math Integration Programs available for all students either during the school year and/or during summer school face-to-face or virtually to integrate Edgerton and Pipestone students in grades K-12 increasing all students' cultural fluence, competency, and interaction with the focus of building math skills and strategies. Cross-District Math Integration Programs will address areas of need in math for both districts and introduce/reinforce strategies to shift those areas of need to areas of strength. Through the introduction/reinforcement of strategies, students will be exposed to and work with students from different racial, cultural, and economic backgrounds different from their own.

Enter location of services: Pipestone Elementary School, Pipestone MS/HS, and Edgerton Public Schools

List key indicators of progress for this strategy and annual targets for each indicator. Choose indicators that will help you know if the strategy is creating the outcomes you want to see.	2023 Target	2024 Target	2025 Target
Percentage of students in FRP student group will increase from current proficiency level of 27.6% to 37% as measured by Math MCA.	30%	34%	37%

List key indicators of progress for this strategy and annual targets for each indicator. Choose indicators that will help you know if the strategy is creating the outcomes you want to see.	2023 Target	2024 Target	2025 Target
From the Winter screening to the Spring screening, grades K-8 will have 50% of students that are some/high risk move up a level as measured by the earlyMath or aMath screener.	25%	35%	50%
The number of students and student group types from Pipestone who participate in Cross-District Math Integration Programs will increase from the first program to the last.	20 Students	40 Students	60 Students
	2 Student Groups	3 Student Groups	4 Student Groups
Increase in students' level of comfort with initiating and maintaining social relationships with students different from themselves.	35%	45%	55%

Key Indicators

These indicators are the evidence you will use to document how well each strategy is being implemented and whether or not they are helping bring about the intended outcomes for students. Use these indicators to assess the effectiveness of your strategies and to adjust what you’re doing.

For strategies that provide school enrollment choices, such as magnet schools, and strategies that decrease racial and economic enrollment disparities, include at least one indicator that measures enrollment disaggregated by race/ethnicity and free or reduced-priced lunch (FRPL). Disaggregating your data may be relevant for other types of strategies such as those designed to increase access to effective and diverse teachers.

Key Indicators of Progress (KIP)

List key indicators of progress for this strategy and annual targets for each indicator. Choose indicators that will help you know if the strategy is creating the outcomes you want to see.	2021 Target	2022 Target	2023 Target
Example: The percentage of American Indian students enrolling into concurrent enrollment classes will increase by 10 percentage points each year. 2020 enrollment is 32 percent.	42%	52%	62%
Enter in KIP	KIP 2021	KIP 2022	KIP 2023
Enter in KIP	KIP 2021	KIP 2022	KIP 2023

This data will be used to support evaluation of your plan (Minn. Stat. § 124D.861, subd. 5).

Copy and paste the strategy and key indicator sections above for each additional strategy supporting this goal. Number each strategy sequentially regardless of the number of goals in your plan. When you are done adding strategies, this plan will have only one Strategy #1, one Strategy #2, etc.

Remember to copy and paste the goal section when adding additional goals.

Creating Efficiencies and Eliminating Duplicative Programs

Briefly explain how this plan will create efficiencies and eliminate duplicative programs and services (Minn. Stat. § 124D.861, subd. 2 (c)).

Enter explanation: _____

Racially Identifiable School(s) (RIS)

If you have been notified by the Minnesota Department of Education (MDE) that your district has one or more Racially Identifiable Schools, include goals and strategies for each Racially Identifiable School within your district. ***If MDE has not notified your district that one of your sites is racially identifiable, delete this section (to end of document).***

Achievement and Integration Goals

This plan must contain three types of goals, at least one for each of the following:

1. Reducing the disparities in academic achievement among all students and specific categories of students excluding the categories of gender, disability, and English learners.
2. Reducing the disparities in equitable access to effective and more diverse teachers among all students and specific categories of students excluding the categories of gender, disability, and English learners.
3. Increasing racial and economic integration (Minn. Stat. § 124D.861, subd. 2 (a)).

Enter RIS SMART Goal #1: _____ Choose a WBWF goal area: _____

Choose the type of Goal

___ Achievement Disparity

___ Integration

___ Teacher Equity

To add goals, copy the two lines directly above and paste them below the strategies supporting RIS Goal #1.

Racially Identifiable School Strategies

Each goal should have at least one strategy. Number each strategy sequentially and give it a unique name. For each strategy, provide a narrative description as explained below.

Districts may use Achievement and Integration revenue to increase racial and economic integration at their racially identifiable schools and to reduce disparities between student groups through the types of strategies listed in the Type of Strategy drop-down menus below (Minn. Stat. § 124D.861, subd. 2).

Integration Requirement Include at least one strategy designed and implemented to increase racial and economic integration at each racially identifiable school (Minn. R. 3535.0160).

Copy and paste the strategy section below for each additional strategy.

Enter RIS Strategy #1:

_____ Choose a WBWF goal area: _____

Choose the type of Strategy:

___ Option 1: Innovative and integrated pre-K-12 learning environments. * If you choose this, complete the Professional development opportunities focused on academic achievement of all students.

___ Option 2: Family engagement initiatives to increase student achievement.

___ Option 3: Professional development opportunities focused on academic achievement of all students.

___ Option 4: Career/college readiness and rigorous coursework for underserved students, including students enrolled in ALC.

___ Option 5: Recruitment and retention of racially and ethnically diverse teachers and administrators.

Integrated Learning Environments (Minn. Stat. § 124D.861, subd. 1 (c)). If you chose Innovative and integrated pre-K through grade 12 learning environments as the strategy type above, your narrative description should describe how the different aspects of integrated learning environments listed below are part of that strategy:

___ Option 1: Uses policies, curriculum, or trained instructors and other advocates to support magnet schools, differentiated instruction, or targeted interventions.

___ Option 2: Provides school enrollment choices.

___ Option 3: Increases cultural fluency, competency, and interaction.

___ Option 4: Increases graduation rates.

___ Option 5: Increases access to effective and diverse teachers.

Narrative description of this strategy. Based on your description below someone reading your plan should understand what you are proposing to do, why you are doing it, and be able to recognize it if they see it. For example, explain what this activity will look like, what will be taught, which students will participate, how students are selected, intended outcomes for students, what will be assessed, how will instruction be delivered, and where will this take place.

Add Narrative: _____

Location of Services: _____

Key Indicators

These indicators are the evidence you will use to document how well each strategy is being implemented and whether or not they are helping bring about the intended outcomes for students. Use these indicators to assess the effectiveness of your strategies and to adjust what you are doing.

For strategies that provide school enrollment choices, such as magnet schools, and strategies that decrease racial and economic enrollment disparities, include at least one key indicator that measures enrollment disaggregated by race/ethnicity and free or reduced-priced lunch (FRPL). Disaggregating your data may be relevant for other types of strategies such as those designed to increase access to effective and diverse teachers.

Key Indicators of Progress (KIP)

List key indicators of progress for this strategy and annual targets for each indicator. Choose indicators that will help you know if the strategy is creating the outcomes you want to see.	2021 Target	2022 Target	2023 Target
Example: The percentage of NAME OF RIS students disaggregated by race/ethnicity and FRPL reporting an increased sense of engagement and connection on our school climate surveys will increase 25 percentage points each year. 2020 response rate is 50 percent.	75%	100%	100%
Enter in KIP	KIP 2021	KIP 2022	KIP 2023
Enter in KIP	KIP 2021	KIP 2022	KIP 2023

This data will be used to support evaluation of your plan (Minn. Stat. § 124D.861, subd. 5).

Copy and paste the strategy section above for each additional strategy supporting this goal. Number each strategy sequentially regardless of the number of goals in your plan. When you are done adding strategies, this plan will have only one RIS Strategy #1, one RIS Strategy #2, etc.

Remember to copy and paste the goal section above to add additional goals for each of your racially identifiable schools.

Creating Efficiencies and Eliminating Duplicative Programs

Briefly explain how this plan for racially identifiable schools will create efficiencies and eliminate duplicative programs and services within your district (Minn. Stat. § 124D.861, subd. 2 (c)).

Enter explanation: _____

Use this workbook to list proposed expenditures of FY 2023 Achievement Integration (A&I) revenue. All expenditures must support strategies in your district's MDE-approved A&I plan. Each worksheet has a column where you will explain how each line item is intended to fund a strategy. **Please use the instructions in the prior tab of this workbook.** For details on budget requirements, see the A&I Budget Guide on the A&I webpage.

District Name: Pipestone Area Schools
 District ISD Number: 2689
 Superintendent: Kevin Enerson
 Partnering Districts: Edgerton Public Schools

Fiscal and program staff should work together to complete this budget. Please list those staff members below. Both will be contacted if changes or more detail is needed for budget approval or changes.

Program Staff: Melany Wellnitz Fiscal Staff: Jacque Kennedy
 Phone: 507-562-6015 Phone: 507-562-6072
 E-mail: melany.wellnitz@pas.k12.mn.us Email: jacque.kennedy@pas.k12.mn.us

If you have been notified by MDE that your district has one or more *Racially Identifiable Schools*, please list those schools here:

Find the amount of Achievement and Integration (A&I) revenue your district may be eligible to receive in FY 2023 and enter it below. See lines 12 and 13 in your district's Integration Revenue Reports listed online in the Minnesota Funding Reports. These are estimates based on enrollment projections and A&I funding formulas. These estimates will be adjusted to reflect actual FY23 enrollment. Directions for finding Integration Revenue reports online are posted to the A&I website.

Total Estimated Initial Revenue (FIN 313)	\$ 11,542.00
Total Estimated Incentive Revenue (FIN 318)	118,684.62
TOTAL A&I REVENUE	\$ 130,226.62

CERTIFICATION STATEMENT

We certify that the budget information submitted for our school district to the Minnesota Department of Education (MDE) is an accurate and complete representation of the fiscal year 2023 Achievement & Integration budget as approved by the school board.

Board Approval Date _____

School Board Chair _____ **Date** _____

Superintendent _____ **Date** _____

This certification statement is not required in legislation or by the Minnesota Department of Education.

FOR MDE USE ONLY

Approved Initial Revenue: _____ **Approved Incentive Revenue:** _____

MDE Approval: _____ **Date:** _____



**FY 2023 Achievement and Integration Budget
Expenditure Summary**

District Number:

2689

District Name:

Pipestone Area Schools

Proposed Budget

Actual Expenditures

	Proposed Budget Ratios		Actual Budget Ratios
Direct Services to Students must equal at least 80% of total revenue		n/a	
	100.00%		
Professional Development may equal no more than 20% of total revenue			
	0.00%		
Administrative/Indirect may equal no more than 10% of total revenue			
	0.00%		
Total Proposed Revenue:		Total Revenue Expended:	
	\$130,227.00		\$0.00
Total Amount Proposed FIN 313		Improvement Planning Expenditures	
	\$118,685.00		9% #REF!
Total Amount Proposed FIN 318			
	\$11,542.00		

Amending Line Items To amend line items in this budget after it's been approved by MDE, strike the approved dollar amt and related budget narrative. Insert a row below the line you want to change (make sure the new row is *above* the total revenue line). Add a new dollar amt and narrative to the row you just added. Then highlight both lines with the color highlight function. Explain the change in the comments box at the bottom of the tab.

Districts must use up to 20% of integration revenue to implement an improvement plan (Minn. Stat. 124D.862 subd. 8 (c) 2).

UFARS Corrections You do not need to submit an amended budget to MDE in order correct UFARS codes. Instead, make UFARS corrections when you submit your Actual Expenditure report. Add a note to explain the correction. See the A&I Gudget Guide for more details on when to amend your MDE-approved budget.

COMMENTS:



**FY 2023 Achievement and Integration Budget
Direct Student Service Costs to Reduce Enrollment Disparities**

District Number: 2689

District Name:

Pipestone Area Schools

80% Direct Services to Students

List proposed FIN 318 expenditures for Direct Student Services below. At least 80% of proposed expenditures in this budget must be proposed and used for strategies included in your district's MDE-approved A&I plan which provide direct services to students. Incentive revenue may be used to fund strategies that decrease racial and economic enrollment disparities in classes, schools, some programs, or between districts. Read the A&I Budget Guide on the MDE website for details.

UFARS Title	UFARS Code Required			Budgeted Amount	Actual Amount	Budget Narrative - Which strategy in your A&I plan does each line item support and how?	Strategy # and Name
	ORG	PROG	FIN				
Add the UFARS Code title from the UFARS manual to provide a short hand description of proposed expenditures.							
Licensed Classroom Teacher	103	203	318 140	\$11,542.00		Use this column to describe what will be purchased to implement your A&I strategies, i.e. food, transportation, salary costs, etc. Your brief description should make it clear how the expenditure will help implement the strategy. Do not copy the strategy description from your plan.	Goal 1 - Strategy 2
			318				
			318				
			318				
			318				
			318				
			318				
			318				
FIN 318 TOTAL				\$11,542.00	\$0.00		

Insert lines above the FIN 318 Total line to include those dollar amounts in proposed and approved revenue totals.

Improvement Funding Copy line items for improvement strategies and paste them into the Direct Student Services section of the Improvement Planning tab.

Comments:





















Minnesota / Wisconsin Playground
 5101 Highway 55, Suite 6000
 Golden Valley, Minnesota 55422
 Ph. 800-622-5425 | 763-546-7787
 Fax 763-546-5050 | dan@mnwiplay.com

01/27/2022
 Quote #102224-01-06

CONSULTANT: DAN LANES

Pipestone Elementary Option 2 - D11049L - I

Pipestone Area Schools
 Attn: Kevin Enerson
 1401 7th St SW
 Pipestone, MN
 Phone: 507-825-5861
 Fax: 507-825-6729
 Kevin.Enerson@pas.k12.mn.us

Ship to Zip 56164

Quantity	Part #	Description	
1	INSTALL	Install - Installation of Engineered Wood Fiber Safety Surfacing- Includes install of geotextile fabric.	
1	INSTALL	Install - Installation of Play Equipment- Includes layout, digging, and concrete for footings. Includes packaging material disposal. Includes install of playcurbs.	
Total			\$17,101.94

This quotation is subject to current Minnesota/Wisconsin Playground (MWP) policies as well as the following terms and conditions. Our quotation is based on shipment of all items at one time to a single destination, unless noted, and changes are subject to price adjustment. Purchases in excess of \$1,000.00 to be supported by your written purchase order made out to Minnesota/Wisconsin Playground.

Each quote is handled on a per order/project basis. Unless a long-term agreement is in place between purchaser and MWP, terms and conditions of this quotation shall be as outlined herein with no other requirements applicable.

Indemnification; Owner/Owner's Representative will indemnify and hold Minnesota Playground, Inc., dba, Minnesota Wisconsin Playground (MWP), harmless for all claims, damages and related costs, including reasonable legal fees and costs, arising out of Owner/Owner's Representative's negligence or noncompliance with any of its commitments under this document. MWP will indemnify and hold Owner/Owner's Representative harmless for all claims, damages and related costs, including reasonable legal fees and costs, arising out of MWP's negligence or noncompliance with any of its commitments under this document.

Excusable Delays/Additional Costs: MWP, and/or its affiliates, shall be liable for default unless delay of performance, whether supplying materials only or including installation in accordance with our project scope, is caused by an occurrence beyond reasonable control of MWP, and/or its affiliates, such as, but not limited to, acts of Superior Force or the public enemy, acts of Government in either its sovereign or contractual capacity, fire, floods, epidemics, quarantine restrictions, strikes, unusually severe weather, delays of common carriers (for transportation of goods whether raw materials or finished product) and attainability of raw materials. Such events resulting in additional costs are not included in quoted amounts and shall be the responsibility of the Owner/Owner's Representative. Any additional costs shall be provided in writing for purchaser's records and shall be due upon payment of invoice.

Pricing: f.o.b. factory, firm for 15 days from date of quotation. A tax-exempt certificate is needed at time of order entry for all orders whether from tax-supported government agencies or not. Sales tax, if applicable, will be added at time of invoice unless a tax exempt certificate is provided at time of order entry.

Materials Surcharge: due to the volatility in various industries such as, but not limited to, those supplying steel, a surcharge is needed to offset some of the excessive material costs being experienced in our industry, as well as others. This is being looked upon as a short-term necessity but no guarantees can be given that this surcharge will be removed in the near future. Once costs of materials have returned to the levels in recent history, the surcharge will be removed.





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01/27/2022
Quote #102224-01-06

CONSULTANT: DAN LANES

Pipestone Elementary Option 2 - D11049L - I

Payment terms: net 30 days for tax supported governmental agencies. Should this quotation be forwarded to an agency not listed on this quote, credit terms, as well as other terms and conditions herein, may need to be altered. For instance, non-tax supported organization purchasing any or all products and/or services quoted herein may require full payment for that amount due at time of order entry. Remaining balance owed by tax supported agency, if any, shall still be net 30 days. A 1.5% per month finance charge will be imposed on all past due accounts. Equipment shall be invoiced separately from other services and shall be payable in advance of those services and project completion. Retainage not accepted.

Unless already on file, please include a tax exempt certificate upon order entry whether a tax supported government agency or other.

EWf Shipment: order shall deliver within 14 - 21 days after our receipt and acceptance of your purchase order as well as schedule and weather allowing. Bulk material will ship via semi-truck/trailer with a live floor system in trailer which allows driver to deposit EWf directly onto a specific area provided proper access is available. Driver has final say whether the site has proper access. Site restoration is not included and will be the responsibility of the owner/owner's representative. Road restrictions may be in effect and cause delays depending on time of year.

Freight charges: Prepaid & added

Installation: shall be by a Certified GameTime Installer. Customer shall be responsible for scheduling coordination and site preparation. Site should be level and permit installation equipment access. Purchaser shall be responsible for unknown conditions such as buried utilities, tree stumps, bedrock or any concealed materials or conditions that may result in additional labor or material costs.

2021 Projects: Installations, whether for play equipment or other products of our scope as well as the related services that may be included with your project, typically start up around May 1st based on weather conditions, road restrictions, etc. Based on the issues being experienced within our own country, and worldwide, the start of a typical installation year may be jeopardized. Every effort will be made to work with your project time frame but the various shutdowns will have an effect on work performance throughout the year, not just starting up. Please telephone your company contact, or our office, to discuss your project further.





CONSULTANT: DAN LANES

Pipestone Elementary Option 2 - D11049L - I

Project Scope:

Please note, installation is based on site being ready prior to our arrival to install play equipment as well as site conditions that have been conveyed to our organization by the owner/owner's representative and/or ideal conditions existing for a timely completion of your project as quoted. Unless addressed prior to the installation quote being issued or specifically mentioned herein, any issues that arise that impede the progress/completion of your project as quoted will result in additional charges.

Weather can change project scheduling in many ways. Take rain for an example. Day, or days, before rain... If weather forecasts show a high percentage chance for rain that will effect the site conditions, a postponement may be in order. Digging holes, laying certain surfacing materials, etc., are greatly affected by weather conditions and work may not begin/continue due to weather forecasts. There's the rain days themselves, which if heavy enough rainfall occurs, makes a site unworkable. Day, or days, after rain... Drying time will be needed after rain and the number of days needed will vary depending on amount of moisture received. One actual rain day may equal multiple delay days depending on work scheduled to be done.

+ INCLUSIONS +

- + One mobilization
- + Public utility locates only
- + Installation of equipment as outlined on quote # 102224-01-05
- + Marking and digging of footings holes to accept direct embedment supports as needed
- + Unpacking of play equipment
- + Assembly of play equipment
- + Concrete for footings as needed
- + Pouring of concrete for footings
- + Engineered wood fiber (EWF) surfacing
- + Spreading of EWF
- + Playcurb border
- + Packaging material disposal
- + Geotextile fabric and install
- + Construction tape/temporary bracing (as needed)
- + Standard insurance offerings
- + Standard warranty offerings
- + Standard industry accepted labor wages

- EXCLUSIONS -

- Clear access path up to and into play area for installation equipment (minimum of 8-foot wide, includes but not limited to gates, walkways, driveways, etc.)
- Staging area for materials and installation equipment, trailers, etc.
- Unobstructed space for maneuvering installation equipment as well as performing work
- Security fencing of any type
- If fencing is in place (by others), ability to unlock fencing is to be provided to our office a minimum of one week prior to our start
- Private utility locates such as, but not limited to, irrigation, fiber optics, private lighting, etc.
- Accepting, unloading and storage of order(s)/shipment(s) prior to installation. Please note, orders can be packaged/shipped in large crates, pallets, etc., requiring heavy-duty equipment to unload.
- Sitework of any kind such as, but not limited to, grading (play area to have max slope of 1%), site restoration, drainage, etc.
- Removal of existing play equipment, border, safety surfacing, etc.
- Backfill and compaction of backfill after removal of existing items (for footing holes as an example) that leave voids in area (marking and digging of new footing holes based on workable site)
- Digging in compacted sub-surfaces, rock, hard pan, tree roots, unstable soil conditions, etc.
- Restoration of compacted sub-surfaces for playground surfacings such as, but not limited to, poured-in-place rubber, rubber tiles, artificial turf, etc.
- Digging/maneuvering in sand, pea gravel, mud, etc.
- Offsite removal of spoils from footing holes (can be stockpiled near play area for owner/owner's representative removal or spread within play area)
- Removal of temporary braces, caution/construction tape, etc. (Can be removed and disposed of after concrete has cured.)
- Bonding of any type
- Permits of any kind





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Golden Valley, Minnesota 55422
Ph. 800-622-5425 | 763-546-7787
Fax 763-546-5050 | dan@mnwisplay.com

01/27/2022
Quote #102224-01-06

CONSULTANT: DAN LANES

Pipestone Elementary Option 2 - D11049L - I

- Prevailing, Davis Bacon, Union, or similar, wages
- Restroom facilities. Please provide access to restrooms whether within a building or portable style. Should use of site facilities not be available, additional charges will be required to bring on site temporary/portable restrooms. These temporary facilities will be removed once your project has been completed.
- Short term maintenance, check manufacturer's owner's manual recommendations for maintenance and always follow these written instructions. To help set up short (and ongoing) term maintenance, use the first twelve months to regularly check equipment (such as, but not limited to, tightening hardware, checking moving features, etc.). Twelve months allows use in all seasons and will provide a better understanding of what will be necessary for your ongoing maintenance. This short term schedule will be based on the amount of use the play equipment is getting as well as the type of play event that is being played on. Activities with movement have a more dynamic play which can lead to more maintenance due to the nature of the motion but also because these types of play events tend to be more popular. Static features may require less attention during the short term and ongoing maintenance as inspections will determine frequency of maintenance needed for these events. There may be a need for scheduled lower and higher frequency inspections.
- Ongoing maintenance, check manufacturer's owner's manual recommendations for maintenance and always follow these written instructions. After short term maintenance period is done and data is collected for that time period, an ongoing schedule should be implemented. The ongoing maintenance can change with age and greater use. There may be a need for scheduled lower and higher frequency inspections.

Should weekend work be necessary or non-standard hours be worked, please provide a site contact and the best telephone number to reach this person in case an urgent matter arises requiring immediate attention.

(Name) _____
(Cell) _____
(Other Telephone Number) _____

Wet Site Conditions: installation areas located near wetlands, where a high water table exists or in any environment that produces excessive moisture will require additional planning prior to installation of your project. Unless excessively wet conditions have been conveyed prior to installation quote and accounted for in some manner, your installation will not proceed. Ideal dry conditions need to be present to begin, and complete, your project as quoted.

Exclusions: unless specifically included, this quotation excludes all site work and landscaping; removal of existing equipment; acceptance of equipment and off-loading; storage of goods prior to installation; equipment assembly and installation; safety surfacing; borders and drainage provisions.

Order Information:

Bill To: _____ Ship To: _____
Company: _____ Project Name: _____
Attn: _____ Attn: _____
Address: _____ Address: _____
City, State, Zip: _____ City, State, Zip: _____
Contact: _____ Contact: _____
Tel: _____ Tel: _____
Fax: _____ Fax: _____





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01/27/2022
Quote #102224-01-06

CONSULTANT: DAN LANES

Pipestone Elementary Option 2 - D11049L - I

Acceptance of quotation:

Accepted By (printed): _____ P.O. No: _____

Signature: _____ Date: _____

Title: _____ Phone: _____

Facsimile: _____ Purchase Amount: **\$17,101.94**





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 5101 Highway 55, Suite 6000
 Golden Valley, Minnesota 55422
 Ph. 800-622-5425 | 763-546-7787
 Fax 763-546-5050 | dan@mnwiplay.com

01/27/2022
 Quote #102224-01-05

CONSULTANT: DAN LANES

Pipestone Elementary Option 2 - D11049L - M

Pipestone Area Schools
 Attn: Kevin Enerson
 1401 7th St SW
 Pipestone, MN
 Phone: 507-825-5861
 Fax: 507-825-6729
 Kevin.Enerson@pas.k12.mn.us

Ship to Zip 56164

Quantity	Part #	Description	Unit Price	Amount
1	RDU	GameTime - Primetime Play Unit - Northboro, Ages 5-12	\$36,163.17	\$36,163.17
		(1) 12023 -- 3 1/2" Uprt Ass'Y Alum 8'		
		(1) 564 -- Curved Balance Beam		
		(3) 12025 -- 3 1/2" Uprt Ass'Y Alum 10'		
		(3) 12026 -- 3 1/2" Uprt Ass'Y Alum 11'		
		(2) 12027 -- 3 1/2" Uprt Ass'Y Alum 12'		
		(1) 14927 -- NDS Play On Sign Package		
		(1) 18200 -- 36" Sq Punched Deck P/T 1.3125		
		(4) 18201 -- 36" Tri Punched Deck P/T		
		(1) 18679 -- Bongos		
		(1) 18692 -- Single Thunder Ring		
		(1) 19007 -- Transfer System W/Barrier (3' Rise)		
		(1) 19014 -- Transfer Platform W/ Barrier (4')		
		(1) 19036 -- Optional Access Step (4')		
		(1) 19124 -- Straight Zip Slide (5')		
		(1) 19147 -- Toad Stool		
		(1) 19160 -- Crazy Eight (4' & 4'-6")		
		(1) 19165 -- Crawl Thru		
		(1) 19351 -- Vert Wall 8'		
		(1) 19371 -- Giant Wave Climber Link		
		(1) 19586 -- Time & Place Above Deck		
		(1) 19887 -- 8' Straight Slide		
		(1) 26058 -- 3 Way X-Pod Step		
		(1) 26064 -- Dna Climbing Wall Attachment		
		(1) 26078 -- Arched Loop Ladder Overhead		
		(5) 26094 -- Triangular Shroud		
		(1) 26095 -- Hanging Pod Link		





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01/27/2022
 Quote #102224-01-05

CONSULTANT: DAN LANES

Pipestone Elementary Option 2 - D11049L - M

Quantity	Part #	Description	Unit Price	Amount
		(1) 26155 -- Primetime Cross Beam(Join Pt & Xscape)		
		(1) 26170 -- Xcelerator		
		(3) G12069 -- 3 1/2"Uprt Ass'Y Galv 14'		
1	RDU	GameTime - Primetime Swings, Ages 5-12	\$3,444.00	\$3,444.00
		(4) 8910 -- Belt Seat 3 1/2"Od(8910)		
		(1) 18826 -- Primetime Swing 3 1/2" X 8'		
		(1) 12584 -- Ada Primetime Swing Aab, 3 1/2" Od		
1	178749	GameTime - Owner's Kit	\$66.00	\$66.00
42	4862	GameTime - 12" Playground Border	\$62.00	\$2,604.00
2	161290	GameTime - Geo-Textile 2250 Sqft Roll	\$975.00	\$1,950.00
1	EFW-12L	EWFLGE - Engineered Wood Fiber Safety Surfacing, 174 CY at 12" depth	\$5,325.00	\$5,325.00
			Sub Total	\$49,552.17
			Material Surcharge	\$7,119.87
			Freight	\$4,026.02
			Total	\$60,698.06

This quotation is subject to current Minnesota/Wisconsin Playground (MWP) policies as well as the following terms and conditions. Our quotation is based on shipment of all items at one time to a single destination, unless noted, and changes are subject to price adjustment. Purchases in excess of \$1,000.00 to be supported by your written purchase order made out to Minnesota/Wisconsin Playground.

Each quote is handled on a per order/project basis. Unless a long-term agreement is in place between purchaser and MWP, terms and conditions of this quotation shall be as outlined herein with no other requirements applicable.

Indemnification; Owner/Owner's Representative will indemnify and hold Minnesota Playground, Inc., dba, Minnesota Wisconsin Playground (MWP), harmless for all claims, damages and related costs, including reasonable legal fees and costs, arising out of Owner/Owner's Representative's negligence or noncompliance with any of its commitments under this document. MWP will indemnify and hold Owner/Owner's Representative harmless for all claims, damages and related costs, including reasonable legal fees and costs, arising out of MWP's negligence or noncompliance with any of its commitments under this document.

Excusable Delays/Additional Costs: MWP, and/or its affiliates, shall be liable for default unless delay of performance, whether supplying materials only or including installation in accordance with our project scope, is caused by an occurrence beyond reasonable control of MWP, and/or its affiliates, such as, but not limited to, acts of Superior Force or the public enemy, acts of Government in either its sovereign or contractual capacity, fire, floods, epidemics, quarantine restrictions, strikes, unusually severe weather, delays of common carriers (for transportation of goods whether raw materials or finished product) and attainability of raw materials. Such events resulting in additional costs are not included in quoted amounts and shall be the responsibility of the Owner/Owner's Representative. Any additional costs shall be provided in writing for purchaser's records and shall be due upon payment of invoice.

This quotation is subject to polices in the current Gametime Park and Playground catalog and the following terms and conditions. Our quotation is based on shipment of all items at one time to a single destination, unless noted, and changes are subject to price adjustment. Purchases in excess of \$1,000.00 to be supported by your written purchase order made out to Gametime, c/o Minnesota/Wisconsin Playground.

Each quote is handled on a per order/project basis. Unless a long-term agreement is in place between purchaser and GameTime, terms and conditions of this quotation shall be as outlined herein with no other requirements applicable.





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Fax 763-546-5050 | dan@mnwiplay.com

01/27/2022
Quote #102224-01-05

CONSULTANT: DAN LANES

Pipestone Elementary Option 2 - D11049L - M

Pricing: f.o.b. factory, firm for 15 days from date of quotation. A tax-exempt certificate is needed at time of order entry for all orders whether from tax-supported government agencies or not. Sales tax, if applicable, will be added at time of invoice unless a tax exempt certificate is provided at time of order entry.

Materials Surcharge: due to the volatility in various industries such as, but not limited to, those supplying steel, a surcharge is needed to offset some of the excessive material costs being experienced in our industry, as well as others. This is being looked upon as a short-term necessity but no guarantees can be given that this surcharge will be removed in the near future. Once costs of materials have returned to the levels in recent history, the surcharge will be removed.

Payment terms: net 30 days for tax supported governmental agencies. Should this quotation be forwarded to an agency not listed on this quote, credit terms, as well as other terms and conditions herein, may be need to be altered. For instance, non-tax supported organization purchasing any or all products and/or services quoted herein may require full payment for that amount due at time of order entry. Remaining balance owed by tax supported agency, if any, shall still be net 30 days. A 1.5% per month finance charge will be imposed on all past due accounts. Equipment shall be invoiced separately from other services and shall be payable in advance of those services and project completion. Retainage not accepted.

Unless already on file, please include a tax exempt certificate upon order entry whether a tax supported government agency or other.

GameTime Standard Product Shipment: order shall ship within twelve to fourteen weeks after GameTime's receipt and acceptance of your purchase order, color selections, approved submittals, and receipt of deposit, if required. Receipt of anything other than what is stated herein will not constitute an order and therefore no materials will be placed into production nor installation, if required, will be scheduled.

EWf Shipment: order shall deliver within 14 - 21 days after our receipt and acceptance of your purchase order as well as schedule and weather allowing. Bulk material will ship via semi-truck/trailer with a live floor system in trailer which allows driver to deposit EWf directly onto a specific area provided proper access is available. Driver has final say whether the site has proper access. Site restoration is not included and will be the responsibility of the owner/owner's representative. Road restrictions may be in effect and cause delays depending on time of year.

Freight charges: Prepaid & added

Exclusions: unless specifically included, this quotation excludes all site work and landscaping; removal of existing equipment; acceptance of equipment and off-loading; storage of goods prior to installation; equipment assembly and installation; safety surfacing; borders and drainage provisions.

Order Information:

Bill To: _____ Ship To: _____

Company: _____ Project Name: _____

Attn: _____ Attn: _____

Address: _____ Address: _____

City, State, Zip: _____ City, State, Zip: _____

Contact: _____ Contact: _____

Tel: _____ Tel: _____

Fax: _____ Fax: _____





Minnesota / Wisconsin Playground
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01/27/2022
Quote #102224-01-05

CONSULTANT: DAN LANES

Pipestone Elementary Option 2 - D11049L - M

Acceptance of quotation:

Accepted By (printed): _____ P.O. No: _____

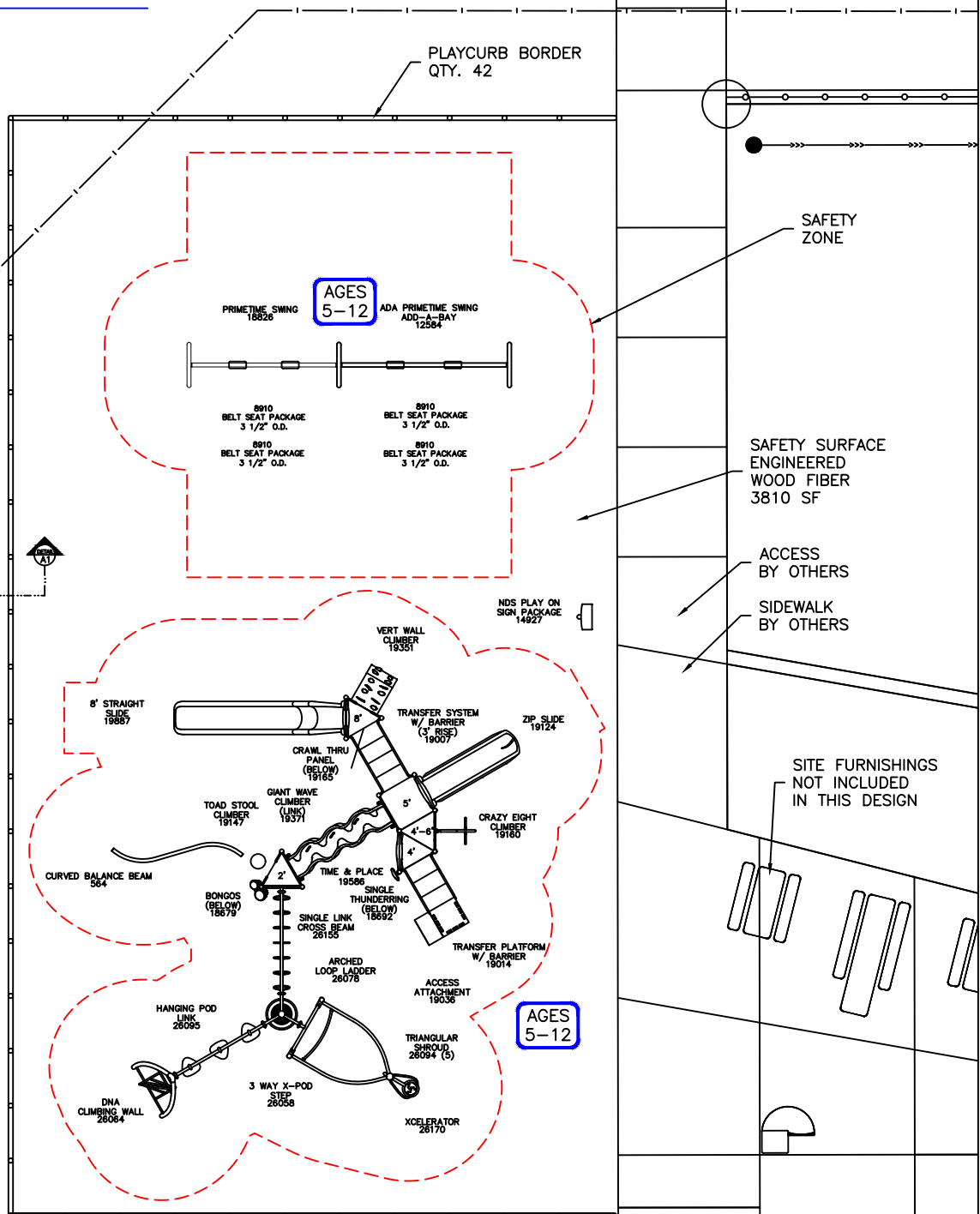
Signature: _____ Date: _____

Title: _____ Phone: _____

Facsimile: _____ Purchase Amount: **\$60,698.06**



Please Initial & Sign the Final Top View:



While it is our intention to install your playground in a safe and timely manner, our success relies on your preparedness. Site preparation and grading to be performed by others and prior to installation. Slope within the play area(s) shall not exceed 1% to ensure a successful installation and a compliant playground. Drain tile systems other than within 4' of the perimeter along drain aggregate base material may require installing after the installation of the play equipment and must be coordinated with installation of safety surface materials. Failure to prepare site(s) to these expectations may result in additional charges if installer is required to re-mobilize. Please contact MN WI Playground if you have any questions.

Maximum depth of safety surface and drain aggregate base should not exceed an 18" depth and shall not be installed until play equipment has been installed.

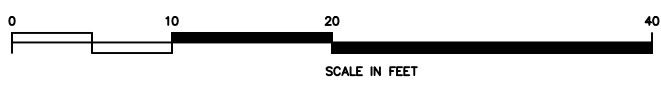


MODIFIED PLAY UNIT
NORTHBORO
AGES 5-12

ADA REQUIREMENTS FOR STRUCTURE AGES 5-12 YEARS OLD

TOTAL NUMBER OF ELEVATED PLAY COMPONENTS	IN PLAN	8	REQ'D.	4
TOTAL EVENTS ACCESSIBLE VIA TRANSFER	IN PLAN	8	REQ'D.	0
TOTAL ACCESSIBLE EVENTS VIA RAMP	IN PLAN	0	REQ'D.	0
TOTAL ACCESSIBLE GROUND LEVEL EVENTS	IN PLAN	12	REQ'D.	3
DIFFERENT TYPES OF GROUND LEVEL EVENTS	IN PLAN	6	REQ'D.	3

THIS PLAYGROUND MEETS ALL CURRENT ADA REQUIREMENTS & THE FINAL RULE ABOVE CHART/INFO IS APPLICABLE WHEN USING AN ACCESSIBLE SAFETY SURFACE



Mfg. By:

Enriching Childhood Through Play.

Sold & Distributed By:

MINNESOTA • WISCONSIN
PLAYGROUND

P.O. Box 27328, Golden Valley, MN 55427
763-546-7787 1-800-622-5425
Fax 763-546-5050
E-Mail info@mnwiplay.com

THIS PLAN REQUIRES A FINISHED GRADE RESOLUTION

Pipestone Elementary - Option 2
Pipestone, MN

1-27-22 DWG. D11049L

AMERICAN FENCE COMPANY



Omaha • Lincoln • Grand Island • Cedar Rapids • Des Moines • Sioux City • Sioux Falls • Rochester
AmeriFence Corporation of Madison • AmeriFence Corporation of Kansas City

FENCING & GATE PROPOSAL

Date: 11-29-21
Attn: Estimating Department
Project: Pipestone Ball Fields – Rich Stangle – richard.stangle@pas.k12.mn.us – 612-240-4316 701 7th St. SE Pipestone, MN 56164
Scope: Fences & Gates <i>Note: This scope of work is specific and limited to the following:</i>

Project Scope Information:
<ol style="list-style-type: none">1. Provide and install Two (2) each 12' Chain Link for backstops, 10'x 10' x 10' dimensions.2. Provide and install approx. 148' of 8' tall chain link fence for sidelines and dugout fronts.3. Provide and install approx. 104' of 6' tall chain link fence for dugout.
<i>If not listed herein, it is not included. Advise, prior to acceptance of required additional items.</i>

Project Pricing: \$30,872.00
<i>Unless otherwise stated subject to change after 30 days of date of proposal. This proposal is not binding unless signature is affixed to page two. Do not sign and return this sheet without signed second page. A purchase order initiates your project engineering process and holds your material pricing for 30 days. If American Fence Company does not receive approval to proceed with purchasing within this 30 day period, project pricing is subject to review.</i>

Contact Information: Brady Graff – b.graff@americafence.com - 605-368-9929 47061 Charlotte Court, Sioux Falls, SD 57108
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Standard Notes & Exclusions: Unless otherwise noted:
1. One mobilization is included for the installation of the fence.
2. Block-out(s) in concrete / masonry for fence by others. No core drilling included. Sleeves required but not provided by AFC.
3. No surveying and/or staking included. Fence line to be staked by others.
4. Private utilities to be located by others in accordance with State's One Call System standards. In the event these utilities are damaged as a result of improper locating, AFC will not be responsible for damages and associated costs.
5. Fence line to be staked clear of utilities. No excavation included for digging within 18" of utilities but at additional expense. Hand excavation due to interference with utilities at \$35.00 per post hole.
6. No permits, bonds, dues, completed operations, or primary-none contributory included.
7. No project specific employee background, drug screen or DMV history included. Add \$65.00 per employee if required.
8. No removals, grading, grubbing, and/or demolition are included.
9. No electrical wire, wiring, grounding, conduit, connections, and/or initial electrical/controls set-up. Only after electrician has confirmed connections and operations, AFC will review installation.
10. AFC will not be subject to liquidated damages or back charges as a result of delays.
11. Material fabricated per plans. No field verification, engineering, delegated design included.
12. Accounts not paid within thirty days will be charged eighteen percent (18%) per annum. No retention to be withheld.
13. No prevailing, union or Davis – Bacon wages included.
14. No participation in billing processing programs, Textura. Participation fee to be added to contract if required.

By signing this proposal, the customer has completely reviewed and agreed with the prices, specifications and conditions as stated herein. Furthermore, the customer is authorizing American Fence Company / AmeriFence Corporation to complete the work. Unless stated, the fence does not include a warranty. Customer is financially responsible for cancellation fees and costs of special order materials if the customer elects to cancel the contract. TERMS: 60% Down. Balance due on date of completion. No retention to be withheld. If withheld without approval, the contract amount will be 5% more than what is shown on the proposal. Service and handling charge of 1.5% per month-18% per annum applies to delinquent accounts not paid within 5 days of completion. Customer assumes full responsibility for location of property pins, staking of fence, and inaccurately placed pins and stakes. Customer understands that American Fence Co. may stake the fence based on the proposal and/or in consideration of existing utilities that do not reflect the actual location of customer's property. Customer agrees to defend, hold harmless and indemnify American Fence Co. against claims, liabilities and expenses for trespass and damage arising out of location of said fence. Customer assumes full responsibility for damage to marked and unmarked underground utility, telephone, T.V., cable or sprinkler systems. Customer requests, agrees or allows American Fence Co. to locate the fence within 18 inches of any buried utilities; customer agrees to defend, hold harmless and indemnify American Fence Co. against all claims, liabilities and expenses as a result of damage to these utilities and property. If the contract price is not paid when due, customer agrees to allow American Fence Co. to trespass on to their property and remove fence at the company's discretion. Furthermore, customer agrees to indemnify and hold harmless American Fence Co. for any damage done to the property as a result of removal of the fence. All modifications shall be in writing and shall be affixed to the original bid. This agreement and subsequent modifications shall be contingent upon strikes, accidents, shortages or delays beyond the control of American Fence Co. Time stated for installation is purely estimated. Customer agrees and accepts that AFC will not extend discounts or credits for any delays or be held responsible for interest charges on any payments made by customer. Changes to the fence due to varying ground conditions are not the responsibility of American Fence Co. Customer to carry fire, tornado and other necessary insurance. This proposal cannot be withdrawn by customer after acceptance of proposal. American Fence Co. has the right to reject any bid. Legal and related fees accrued in an effort to collect on this account for whatever reason will be the responsibility of the customer. By signing this proposal, customer has completely reviewed and agreed with the prices, specifications and conditions as stated herein. Furthermore, customer is authorizing American Fence Co. to complete the work. The customer is financially responsible for cancellation fees and costs of special order materials in the event the customer elects to cancel the contract. TERMS: 60% Down. Balance due on substantial completion. Service and handling charge of 5% per month-60% per annum will apply to delinquent accounts past 10 days. Customer acknowledges that this is page two of two and has received page one.

By signing below, I acknowledge and agree with all stated herein inclusive of both pages one and two of this proposal.

Customer signature: _____ Date: _____

Customer printed name: _____ Date: _____

Customer invoicing email address: _____

**JER'S ELECTRIC INC.
589 State Hwy 30
Pipestone MN 56164
507-825-2879**

Date: February 16, 2022

To: PAS

Re: North baseball diamond Power

Jer's Electric Inc. is pleased to offer the following proposal for the electrical portion of the above referenced project.

This proposal includes the following:

- All electrical material & labor
- 200amp 120/240volt single phase breaker panel located near existing concession stand
- 1- step down transformer
- 200amp panel will be fed from existing shop
- 1- 2" innerduct with cable approximately 800ft from South end of shop to concession stand
Does not include Boring (installed by others)
- State Inspection fee

We propose the following price of \$19,320.00

1- 2" empty innerduct for future communications from shop to ball field add \$4,560.00

Bid is good till March 1st, 2022

Respectfully

**Corey Popma
President and CEO**